Constitution of The



Indian Medical Cultural Association

Bangladesh

"Connecting Medicine, Culture and Community"

An Association of Indian Medical Students and Alumni in Bangladesh

ভারতীয় মেডিকেল সাংস্কৃতিক সংগঠন

भारतीय अयुर्विज्ञान सांस्कृतिक संगठन

انجمن ء طب و سقافت ء ہند

இந்திய மருத்துவக் கலாச்சார சங்கம்

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PREAMBLE

We, the Indian students pursuing medical and allied health sciences in Bangladesh, together with Indian medical graduates and alumni who have studied in Bangladesh, recognizing the longstanding historical, cultural, educational and people-to-people ties between India and Bangladesh;

Desiring to create a common platform for Indian students and alumni in Bangladesh;

Seeking to promote Indian and Bangladeshi arts, culture, traditions, languages, literature, music, dance, heritage and social values while respecting and appreciating the rich cultural heritage of Bangladesh;

Recognizing the importance of friendship, understanding and cooperation between the peoples of India and Bangladesh;

Desiring to facilitate communication, mutual assistance, cultural exchange, educational cooperation, professional networking and community engagement among Indian medical students and alumni;

Committed to encouraging academic excellence, leadership, social responsibility, fraternity, discipline, inclusiveness and respect for diversity;

And believing that medical students and medical professionals have a special responsibility towards society and humanity;

Do hereby adopt and establish this Constitution for the **Indian Medical Cultural Association**, **Bangladesh** hereinafter referred to as **"IMCA"**, as the fundamental governing document of the Association.

ARTICLE I

NAME, STATUS AND IDENTITY

Section 1. Name

1. The name of the organization shall be:

INDIAN MEDICAL CULTURAL ASSOCIATION

2. The Association may be commonly abbreviated as **"IMCA"**

3. For purposes of distinguishing the Association's activities in Bangladesh, the organization may use the designation:

Indian Medical Cultural Association – Bangladesh (IMCA Bangladesh).

4. The Association shall not be confused with any governmental body, diplomatic mission, political organization, commercial enterprise or statutory medical council.

Section 2. Nature of the Association

IMCA shall be:

a. Non-profit in character;

b. Non-political and non-partisan;

c. Non-discriminatory and inclusive;

d. Cultural and educational in its principal character;

e. Student- and alumni-oriented;

f. Dedicated to strengthening people-to-people relations between India and Bangladesh;

g. Committed to lawful and peaceful activities; andh. Independent in its internal administration, subject to applicable laws and regulations.

Section 3. Legal Compliance

1. The Association shall conduct its affairs in accordance with the applicable laws and regulations of Bangladesh and, where applicable, the laws of India.
2. Nothing in this Constitution shall authorize the Association or any of its members to undertake an activity prohibited by applicable law.
3. Where registration or recognition is required by law for any particular activity, the Association shall obtain such registration or recognition before undertaking that activity.

ARTICLE II

VISION, MISSION AND OBJECTIVES

Section 1. Vision

The vision of IMCA is to build a united, culturally aware, academically responsible and socially engaged community of Indian medical students and alumni in Bangladesh, serving as a bridge between Indian and Bangladeshi communities.

Section 2. Mission

The mission of IMCA shall be to:

1. Promote Indian arts, culture, heritage and traditions among Indian students in Bangladesh.
2. Provide a platform for interaction and fraternity among Indian medical students and alumni.
3. Encourage cultural understanding and friendship between India and Bangladesh.
4. Facilitate constructive communication between Indian students, alumni, educational institutions and relevant community organizations.
5. Encourage academic, professional and personal development among members.
6. Preserve and celebrate India's diverse cultural heritage while respecting Bangladesh's culture, history, traditions and national identity.
7. Encourage community service, humanitarian activities and socially responsible conduct.
8. Develop a lasting network of Indian medical graduates who have studied in Bangladesh.

Section 3. Principal Objectives

The objectives of IMCA shall include:

A. Cultural Promotion

a. Organizing cultural festivals, celebrations, exhibitions, competitions and performances;

b. Promoting Indian classical and folk music, dance, theatre, literature, visual arts and traditional practices;

c. Celebrating important Indian cultural occasions in an appropriate and lawful manner;

d. Encouraging members to learn and preserve Indian languages, literature and traditions;

e. Providing opportunities for students from different Indian states and regions to present their respective cultures.

B. India–Bangladesh Cultural Relations

a. Promoting friendship and mutual understanding between Indian and Bangladeshi students;

b. Organizing India–Bangladesh cultural exchange programmes;

c. Facilitating joint cultural, educational and social programmes with appropriate Bangladeshi organizations;

d. Encouraging appreciation of the shared historical and cultural connections between the two countries;

e. Promoting respectful dialogue and people-to-people relations.

C. Student Welfare

a. Establishing a support network for Indian students studying in Bangladesh;

b. Facilitating access to information concerning student life, academic matters and community resources;

c. Providing peer support and orientation to newly arriving students;

d. Encouraging responsible and safe student conduct;

e. Where feasible and lawful, coordinating assistance during emergencies or exceptional circumstances.

D. Academic and Professional Development

a. Organizing seminars, lectures, workshops and academic programmes;

b. Encouraging interaction between students and alumni;

c. Promoting mentorship and professional networking;

d. Supporting knowledge-sharing among members;

e. Encouraging research, academic discussion and continuing professional development.

E. Alumni Engagement

a. Establishing a permanent alumni network;

b. Connecting graduates with current students;

c. Encouraging alumni mentorship;

d. Maintaining a structured alumni database, subject to applicable privacy requirements;

e. Encouraging alumni participation in cultural, educational and community programmes.

F. Community Service

a. Organizing voluntary social-service activities;

b. Supporting humanitarian and charitable initiatives where lawful and financially feasible;

c. Encouraging members to contribute to society as responsible future medical professionals;

d. Promoting health awareness and other educational initiatives consistent with members' qualifications and applicable law.

ARTICLE III

FUNDAMENTAL PRINCIPLES

IMCA and its members shall be guided by the following principles:

1. Unity in Diversity

The Association shall respect India's linguistic, regional, cultural and social diversity and shall not permit regional identity to become a basis for discrimination.

2. Respect for Bangladesh

Members shall respect the sovereignty, laws, national symbols, culture, traditions and people of Bangladesh.

3. Respect for India

Members shall uphold respect for India's constitutional values, cultural heritage and national identity without using the Association for partisan political purposes.

4. Non-Discrimination

No member shall be discriminated against on the basis of region, language, caste, community, gender, socioeconomic background or academic institution.

5. Political Neutrality

IMCA shall not endorse political parties, electoral candidates or partisan political campaigns.

Individual members retain their personal civic and political rights, but shall not represent their personal political opinions as official positions of IMCA.

6. Transparency

The Association shall maintain reasonable transparency in financial, electoral and administrative matters.

7. Accountability

Every office-bearer shall be accountable to the appropriate governing body and ultimately to the General Body.

8. Service

Members are encouraged to uphold the values of compassion, professionalism, responsibility and service associated with the medical profession.

ARTICLE IV

MEMBERSHIP

Section 1. Eligibility

Membership shall be open primarily to:

1. Indian citizens currently pursuing medical education or other recognized health-science education in Bangladesh;
2. Indian graduates who previously pursued medical or allied health education in Bangladesh;
3. Indian medical professionals who graduated from institutions in Bangladesh;
4. Indian students or alumni of recognized medical, dental, nursing, pharmacy or other allied health programmes in Bangladesh, subject to rules adopted by the General Body;
5. Other persons may be granted honorary or associate status where their involvement substantially supports the objectives of IMCA.

Section 2. Categories of Membership

IMCA shall have the following categories:

A. Student Member

A Student Member is an eligible Indian student currently enrolled in a recognized medical or allied health institution in Bangladesh.

Student Members shall have full membership rights subject to this Constitution.

B. Alumni Member

An Alumni Member is an eligible Indian person who has completed or discontinued an eligible course of study in Bangladesh.

Alumni Members shall have full membership rights, subject to the provisions concerning student representation and elections.

C. Associate Member

An Associate Member may be an individual who supports the objectives of IMCA but does not meet the primary criteria for Student or Alumni Membership.

The General Body or Executive Committee may determine the rights and limitations of Associate Members.

D. Honorary Member

An Honorary Member may be an individual distinguished in education, medicine, culture, public service, arts or India–Bangladesh relations.

Honorary Membership shall not automatically confer voting rights.

Section 3. Membership Application

1. Membership shall be obtained through an application process approved by the Executive Council.
2. The Association may require reasonable documentation to establish eligibility.
3. Membership applications shall be processed without arbitrary discrimination.
4. The Executive Committee may reject an application only for reasonable grounds consistent with this Constitution.
5. A rejected applicant may appeal to the General Body or an Appeals Committee established for that purpose.

Section 4. Membership Register

The Association shall maintain a membership register containing, where necessary:

a. Member's name;

b. Membership category;

c. Institution or alumni status;

d. Year of study or graduation;

e. Contact information;

f. Membership status; and

g. Other information reasonably required for administration.

Personal information shall be handled responsibly and in accordance with applicable law.

Section 5. Rights of Members

Subject to their membership category, members shall have the right to:

a. Attend General Body meetings;

b. Participate in Association programmes;

c. Vote where entitled under this Constitution;

d. Contest elections where eligible;

e. Propose activities;

f. Submit resolutions;

g. Receive reasonable information about Association activities;

h. Participate in committees;

i. Seek clarification regarding Association finances and administration; and

j. Receive fair treatment under disciplinary procedures.

Section 6. Duties of Members

Every member shall:

a. Respect this Constitution;

b. Respect the laws of Bangladesh and India as applicable;

c. Respect the dignity and rights of other members;

d. Maintain appropriate conduct;

e. Protect the reputation and legitimate interests of IMCA;

f. Avoid misuse of Association property or resources;

g. Not falsely represent personal views as official Association positions;

h. Pay applicable membership fees; and

i. Cooperate with lawful decisions of the Association.

ARTICLE V

ORGANS OF THE ASSOCIATION

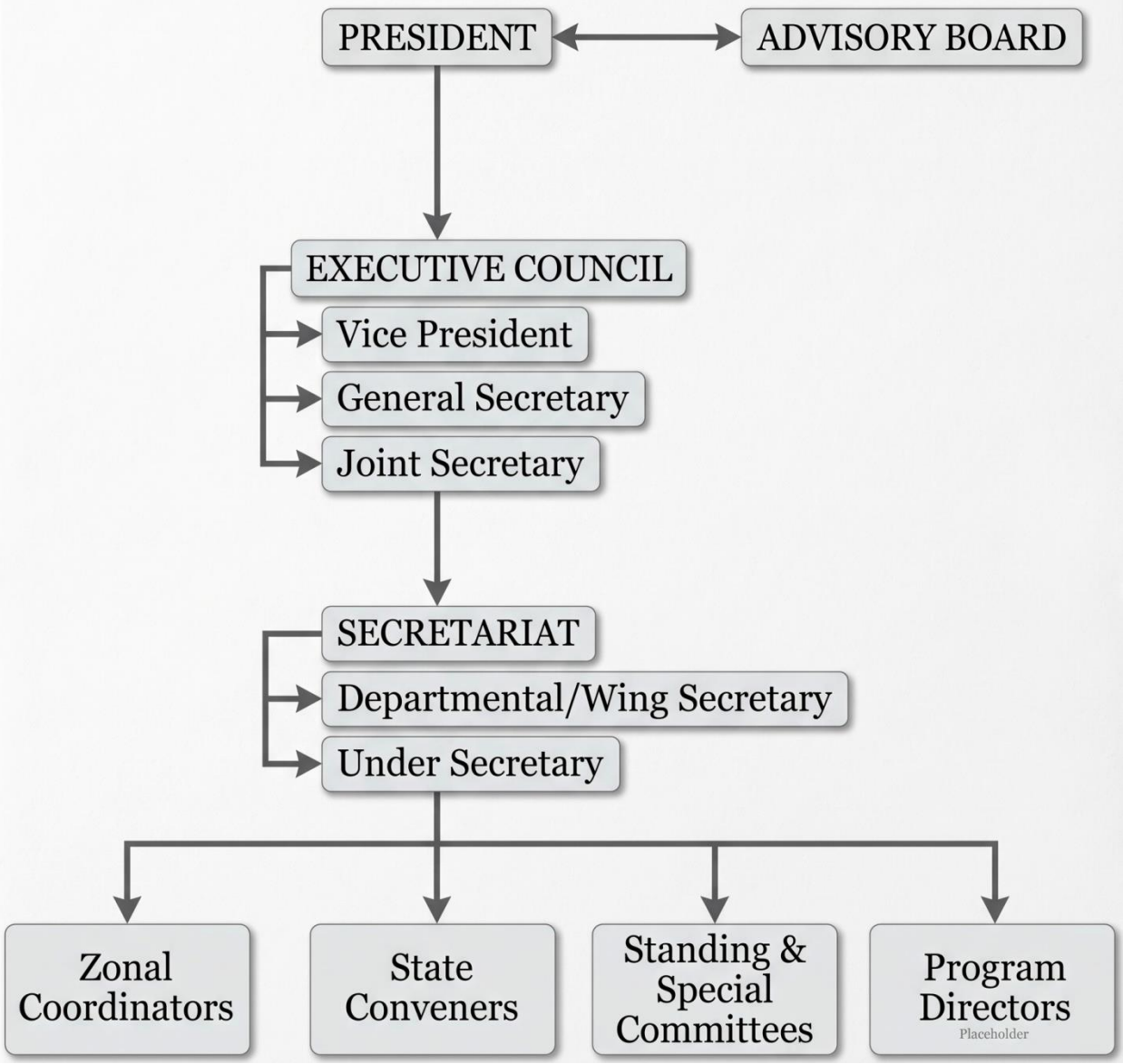
The principal organs of IMCA shall be:

1. **The Office of the President**
2. **The Executive Council**
3. **The Secretariat**
4. **The Governing Body**
5. **The Board of Advisors**
6. **Zonal Coordinators**
7. **State Representatives**
8. **Standing and Special Committees**
9. **Institutional/Regional Chapters** and
10. **The Alumni Council**, where constituted under this Constitution.

The EXECUTIVE COUNCIL shall remain the supreme deliberative authority of the Association.

ARTICLE V A

INSTITUTIONAL HIERACHY



The main working committee of IMCA shall be known as the **Governing Body**, and will include all the above members plus nominated members from Zonal *Coordinators* and *State Conveners*, details mentioned in Article XII.

ARTICLE VI

OFFICE OF THE FOUNDER-PRESIDENT / PRESIDENT

Section 1. Constitutional Recognition

1. The Indian Medical Cultural Association (IMCA) recognizes **DR SYED MOMIN IQBAL** as the Founder and Founder-President of the Association, in recognition of his initiative, leadership and role in establishing IMCA.
2. The Founder-President shall hold a special constitutional position as the **Founder, principal guardian of the founding principles, and senior-most office-bearer of IMCA**.
3. The office of Founder-President shall be distinct from the ordinary elected office of President and shall take precedence over ordinary presidential provisions where the two are inconsistent.

Section 2. Tenure

1. The Founder-President shall hold office **for such period as he may determine**, including for an indefinite period, unless he voluntarily resigns or the office is vacated in accordance with this Constitution.
2. The Founder-President shall not be required to contest periodic elections or be subject to ordinary presidential term limits.
3. The Founder-President shall retain his office even after graduation, cessation of student status, relocation from Bangladesh, or completion of his medical education.
4. The Founder-President may voluntarily resign at any time by written notice to the General Body.

Section 3. Powers of the Founder-President

The Founder-President shall have the following powers:

a. To provide overall strategic leadership and direction to IMCA;

b. To safeguard the founding objectives, cultural identity and long-term interests of the Association;

c. To preside over meetings of the General Body and Executive Committee;

d. To call special meetings of the Executive Council or Governing Body when necessary;

e. To supervise and coordinate the functioning of the Executive Council;

f. To appoint or nominate interim office-bearers where a vacancy would materially affect the functioning of the Association, subject to confirmation where required;

g. To establish special committees, advisory bodies or working groups where necessary;

h. To represent IMCA before educational, cultural, professional and community organizations;

i. To approve or authorize major cultural, educational and India–Bangladesh friendship initiatives;

j. To require reports from office-bearers and committees concerning their activities and responsibilities;

k. To require reconsideration of any decision which, in his reasonable opinion, is inconsistent with the Constitution or fundamental objectives of IMCA;

l. To protect the official name, emblem, identity and institutional reputation of IMCA; and

m. To exercise such additional powers as may be reasonably necessary to preserve the continuity and proper functioning of the Association, provided that such powers remain consistent with this Constitution and applicable law.

Section 4. Relationship with the Executive Council

1. The Executive Committee shall conduct the ordinary day-to-day administration of IMCA.
2. The Founder-President shall provide overall strategic and constitutional guidance to the Executive Committee.
3. The Vice President, General Secretary, Joint Secretary and other office-bearers shall cooperate with the Founder-President in implementing the objectives of the Association.
4. No ordinary election shall automatically remove, replace or otherwise terminate the office of Founder-President.
5. The Founder-President may delegate any of his administrative or representative powers to another office-bearer.

Section 5. Protection of the President

1. The Founder-President shall not be removed for ordinary disagreements, differences in policy, electoral disputes, personality conflicts or dissatisfaction with routine administrative decisions.
2. Any proposal to amend this Constitution specifically for the purpose of abolishing, removing or substantially reducing the constitutional status or powers of the Founder-President shall require:

a. At least **30 days' prior written notice** to all voting members; and

b. Approval by at least **three-fourths (75%) of the entire eligible voting membership** and of the Board of Advisors.

Section 6. Impeachment and Removal

1. Removal of the Founder-President shall be an **extraordinary constitutional procedure** and may be initiated only for serious and demonstrable grounds, including:

a. Proven serious financial misconduct involving Association funds;

b. Serious and intentional violation of this Constitution;

c. Conviction for a serious criminal offence materially affecting the Association;

d. Proven abuse of office for substantial personal benefit; or

e. Other exceptionally serious misconduct fundamentally incompatible with continued office.

2. Allegations alone shall not constitute grounds for removal.

3. Proceedings for removal may be initiated only upon a written motion supported by at least **two-thirds of the entire eligible voting membership**.

4. The Founder-President shall be given written notice of the allegations and a reasonable opportunity to respond before any final decision.

5. Removal shall require approval by at least **three fourths [75%] of the entire eligible voting membership**, and **three fourths [75%]** of the members of the **Board of Advisors.**

6. No removal shall take effect without compliance with the due-process requirements of this Article.

Section 7. Founder Status

1. The designation **“Founder of the Indian Medical Cultural Association”** shall permanently belong to the Founder.
2. If the Founder-President voluntarily relinquishes the office, he shall retain the honorary designation **“Founder and Founder-President Emeritus”**, unless he expressly declines it.
3. The Founder-President's special constitutional status shall not be transferable by inheritance or automatically pass to another person.

Section 8. Supremacy of Law

Nothing in this Article shall authorize the Founder-President or any other office-bearer to act contrary to applicable law, misuse Association property, or exercise powers expressly reserved to the General Body by this Constitution.

ARTICLE VII

THE EXECUTIVE COUNCIL

Section 1. Composition

The Executive Council shall consist of

1. Founder President [a.k.a President]
2. Vice President
3. General Secretary
4. Joint Secretary

Section 2. Powers

The Executive Council shall have authority to:

a. Adopt and amend the Constitution,excluding the office of the President;

b. Elect the Secretariat and Governing Body;

c. Approve the annual report;

d. Approve annual financial statements;

e. Approve broad organizational policy;

f. Determine membership fees where necessary;

g. Establish or dissolve permanent committees;

h. Consider appeals against major disciplinary decisions;

i. Approve major constitutional changes;

j. Approve dissolution of the Association; and

k. Exercise any other authority expressly reserved to it by this Constitution.

Section 3. Term of Office

1. The offices of Founder-President (a.k.a. President), Vice-President, General Secretary and Joint Secretary shall have no fixed term of office.
2. Each office-bearer [i.e. Vice-President, General Secretary and Joint Secretary shall continue in office until:
    - voluntary resignation;
    - motion of impeachment initiated by the President in consultation with the Board of Advisors.
    - removal in accordance with this Constitution;
    - permanent incapacity;
    - death; or
    - otherwise becoming legally ineligible to hold office.
3. No office-bearer shall be required to contest a periodic election merely because a predetermined term has expired.
4. The continuation of an office-bearer in office shall not require periodic re-election, provided that the office-bearer continues to discharge the responsibilities of the office and remains subject to the provisions of this Constitution.
5. In the event of a vacancy, the remaining Executive Committee may make an interim appointment until the vacancy is filled in accordance with this Constitution.

Section 2. Special Tenure of the Founder-President and his Impeachment

Discussed in Article VI

An office-bearer may be impeached only for serious and demonstrable grounds, including:

a. Serious or deliberate violation of this Constitution;

b. Misappropriation or serious misuse of Association funds or property;

c. Abuse of official authority for personal benefit;

d. Serious misconduct substantially affecting the functioning or reputation of IMCA;

e. Persistent and substantial failure to perform the duties of office; or

f. Conviction for a serious offence materially affecting the legitimate interests of the Association.

Ordinary disagreements, criticism, differences of opinion, personal disputes or differences concerning routine administration shall not, by themselves, constitute grounds for impeachment.

Section 4. Impeachment of Vice-President, General Secretary and Joint Secretary

1. Impeachment proceedings against the Vice-President, General Secretary or Joint Secretary may be initiated by:

a. The President on the advise of the Board of Advisors

b. A resolution of the Executive Committee supported by at least two-thirds of the other Executive Committee members; or

c. A written petition signed by at least one-third of the eligible voting members.

2. The concerned office-bearer shall receive written notice of the allegations and shall be given a reasonable opportunity to respond.

3. Final removal shall require approval by at least two-thirds of the votes cast by eligible voting members at a duly convened Governing Body meeting.
4. The office-bearer shall remain entitled to participate in the proceedings and present a defence before the final vote.

Section 6. Protection of Due Process

No office-bearer shall be removed without:

a. Written notice of the allegations;

b. A reasonable opportunity to respond;

c. A fair hearing before the final decision; and

d. A properly recorded decision of the competent constitutional body.

Section 7. Effect of Removal

Upon removal of an office-bearer, the office shall become vacant and shall be filled in accordance with the applicable provisions of this Constitution.

The removal of any office-bearer other than the Founder-President shall not affect the constitutional status, tenure or powers of the Founder-President.

Section 8. Annual General Meeting

An Annual General Meeting (AGM) shall ordinarily be held once every year.

The AGM shall consider:

1. President's report;
2. Secretary-General's report;
3. Committee reports;
4. Election matters where applicable;
5. Proposed programmes;
6. Constitutional or policy proposals; and
7. Any other properly notified business.

Section 9. Special General Meeting

A Special General Meeting may be called:

a. By the President;

b. By resolution of the Executive Council; or

c. Upon written request of at least one-third of voting members.

The notice shall specify the purpose of the meeting.

Section 10. Notice

At least seven days' notice should ordinarily be given for an AGM.

At least three days' notice should ordinarily be given for a Special General Meeting.

Emergency meetings may be called with shorter notice where circumstances reasonably require it.

Section 11. Quorum

The quorum for a Governing Body meeting shall be:

one-third of the eligible voting membership, subject to a minimum of ten voting members.

If quorum is not achieved, the meeting may be adjourned and reconvened within a reasonable period. At the reconvened meeting, the members present may constitute the quorum provided that the original notice clearly stated this possibility.

Section 12. Voting

Unless otherwise provided:

a. Each eligible voting member shall have one vote;

b. Voting shall ordinarily be by show of hands;

c. Secret ballot shall be used for elections and may be required for other matters by resolution;

d. Proxy voting shall not be permitted unless specifically authorized by a constitutional amendment;

e. The presiding officer shall vote only where necessary to resolve a tie, except in elections where the election rules provide otherwise.

ARTICLE VIII

THE SECREATRIAT

Cadre A] Wing/ Departmental Secretary

Section 1. Departments

The Association may establish various Departmental Secretaries called **Wing Secretaries** which will be the highest rank of the particular department or wing. They will be assisted by **Under Secretaries.** There could be as many Wing Secretaries as required, including but not limited to Secretaries for Cultural Affairs, Academic Affairs, Media & Public Relations, Events, Alumni Affairs, Student Welfare, Sports, Communications, and other functions as may be approved by the Executive Council.

It shall consist of but not limited to;

1. Secretary, Coordination & Public Relations
2. Secretary, Publications & Editorial Affairs
3. Secretary, Cultural Affairs
4. Secretary, Social Media Affairs
5. Secretary, Student Affairs
6. Secretary ,Technology & Digital Operations
7. Secretary ,Alumni & Professional Affairs
8. Secretary, Welfare & Community Service
9. Secretary, Sports
10. Secretary, Design and Digital Creations

Section 2. Term of Office

1. Departmental Secretaries shall have no fixed term of office.
2. A Departmental Secretary shall continue in office until resignation, replacement, removal, permanent incapacity, death, or otherwise becoming ineligible under this Constitution.
3. No periodic re-election shall be required solely because of the passage of time.
4. Continuation in office shall remain subject to satisfactory discharge of assigned responsibilities and the authority of the Executive Committee.

Section 3. Appointment

1. Departmental Secretaries shall be appointed by the Executive Council, in consultation with the Board of Advisors and Governing Body.
2. The Founder-President may create, combine, modify or discontinue departmental positions according to the needs of the Association.

Section 4. Duties

Each Departmental Secretary shall:

a. Manage the activities assigned to the respective department;

b. Plan and coordinate departmental programmes;

c. Maintain appropriate records and reports;

d. Coordinate with the General Secretary and Joint Secretary; and

e. Perform other duties assigned by the Founder-President or Executive Committee.

Section 5. Removal and Resignation

1. A Departmental Secretary may resign at any time by written notice to the Executive Council though the General Secretary.
2. A Departmental Secretary may be removed from the office by the President or by **three fouths majority [75%]** of the Executive Council for misconduct, failure to perform duties, violation of this Constitution, misuse of authority, or other legitimate organizational grounds.
3. Removal shall not require a separate election or General Body approval unless otherwise specifically provided by this Constitution.

Section 6. Status

Departmental Secretaries shall function under the direction of the Executive Council and shall not possess independent authority to bind or represent the Association beyond the powers expressly delegated to them.

Cadre B] Under Secretary

Section 1. Offices

The Association may appoint Under-Secretaries under such Departments as may be necessary to assist the respective Departmental Secretaries in carrying out the activities and responsibilities of IMCA.

Section 2. Term of Office

1. Under-Secretaries shall have no fixed term of office.
2. An Under-Secretary shall continue in office until resignation, replacement, removal, permanent incapacity, death, or otherwise becoming ineligible under this Constitution.
3. No periodic re-election shall be required solely because of the passage of time.

Section 3. Appointment

1. Under-Secretaries shall be appointed by the respective Departmental Secretary, after consultation with the Executive Council.
2. The number and functions of Under-Secretaries may be determined according to the requirements of the respective Department.

Section 4. Duties and Subordination

1. Every Under-Secretary shall function directly under the authority and supervision of the respective Departmental Secretary.
2. An Under-Secretary shall:

a. Assist the Departmental Secretary in carrying out departmental activities;

b. Undertake duties specifically delegated by the Departmental Secretary;

c. Maintain records and assist in preparation of departmental reports;

d. Coordinate programmes and activities assigned to them; and

e. Perform such other duties as may be assigned by the Departmental Secretary or the Executive Committee.

3. An Under-Secretary shall not override, supersede or independently exercise the authority of the respective Departmental Secretary, except where specifically authorized by the Founder-President or General Secretary.

Section 5. Removal and Resignation

1. An Under-Secretary may resign at any time by submitting written notice to the respective Departmental Secretary.
2. An Under Secretary may be removed from the office by the President or by **three fouths majority [75%]** of a collegium comprising of the Executive Council and the respective Departmental Secretary on grounds of misconduct, failure to perform duties, violation of this Constitution, misuse of authority, or other legitimate organizational grounds

Section 6. Chain of Authority

The administrative hierarchy shall generally be:

Founder-President → Vice-President → General Secretary → Joint Secretary → Departmental Secretary → Under-Secretary.

An Under-Secretary shall remain accountable primarily to the Departmental Secretary under whose department the Under-Secretary is appointed.

ARTICLE IX

ZONAL COORDINATORS

Section 1. Zonal Structure

1. For effective coordination of IMCA activities throughout Bangladesh, the Association shall be divided into six (6) administrative zones.
2. Each zone shall be represented by one (1) Zonal Coordinator, resulting in a total of six Zonal Coordinators.
3. The geographical boundaries and names of the six zones shall be determined and may be revised by the Executive Council.

IMCA proposes to from 6 Zonal Coordinators :

1. **Zonal Coordinator — North-West Zone**
2. **Zonal Coordinator — North Zone**
3. **Zonal Coordinator — North-East Zone**
4. **Zonal Coordinator — Central Zone**
5. **Zonal Coordinator — South-West Zone**
6. **Zonal Coordinator — South-East Zone**

Section 2. Term of Office

1. Zonal Coordinators shall have no fixed term of office.
2. A Zonal Coordinator shall continue in office until resignation, replacement, removal, permanent incapacity, death, or otherwise becoming ineligible under this Constitution.

3. No periodic re-election shall be required solely because of the passage of time.

Section 3. Appointment

1. Each Zonal Coordinator shall be appointed by the Executive Council after consultation with the Secretariat.

2. A Zonal Coordinator shall ordinarily be selected from members who are active or have substantial organizational connection within the respective zone.

Section 3A. Nomination to the Governing Body

1. Three [3] out of Six [6] Zonal Coordinators will be nominated to the Governing Body by the President after consultation with the Executive Council.
2. They will serve for a term as deemed appropriate by the Excecutive Council.

3. An Zonal Coordinator nominated to the Governing Body may be removed from the office by the President or by **three fouths majority [75%]** of the Executive Council on grounds of misconduct, failure to perform duties, violation of this Constitution, misuse of authority, or other legitimate organizational grounds

Section 4. Duties and Responsibilities

Each Zonal Coordinator shall:

a. Represent and coordinate IMCA activities within the assigned zone;

b. Maintain communication with members, institutions and local representatives within the zone;

c. Assist in organizing cultural, academic, social and welfare activities;

d. Identify and communicate the needs and concerns of members within the zone to the central leadership;

e. Assist Departmental Secretaries in implementing Association programmes within the zone;

f. Maintain appropriate records of zonal activities and submit reports when required; and

g. Perform such other duties as may be assigned by the Founder-President, General Secretary or relevant Departmental Secretary

Section 5. Authority and Subordination

1. Zonal Coordinators shall function under the overall authority of the Founder-President and Executive Council.
2. Zonal Coordinators shall coordinate with the General Secretary and relevant Departmental Secretaries for the implementation of Association programmes.
3. A Zonal Coordinator shall not independently make financial, constitutional, disciplinary or policy decisions on behalf of IMCA unless specifically authorized.
4. No Zonal Coordinator shall have authority to bind the Association to any commitment, agreement or representation without authorization from the competent central authority.

Section 6. Removal and Resignation

1. A Zonal Coordinator may resign at any time by submitting written notice to the General Secretary.
2. An Under Secretary may be removed from the office by the President or by **three fouths majority [75%]** of the Executive Council on grounds of misconduct, failure to perform duties, violation of this Constitution, misuse of authority, or other legitimate organizational grounds

3. Upon removal, resignation or vacancy, the Founder-President may appoint a replacement for the respective zone.

Section 7. Zonal Coordination

The six Zonal Coordinators shall collectively assist the central leadership in ensuring that IMCA remains connected, accessible and operational across all six zones of Bangladesh, while preserving the authority of the central Executive Committee.

The details of Six Zones of Bangladesh are as follows :

1. North-West Zone

Geographical coverage: Northwestern Bangladesh

Major cities/areas:

Rajshahi • Bogura • Pabna • Sirajganj • Natore • Naogaon • Chapainawabganj • Joypurhat

Private medical colleges:

- Barind Medical College — Rajshahi
- Islami Bank Medical College — Rajshahi
- TMSS Medical College — Bogura
- Khawja Younus Ali Medical College — Sirajganj
- North Bengal Medical College — Sirajganj

2. North Zone

Geographical coverage: Northern Bangladesh

Major cities/areas:

Rangpur • Dinajpur • Nilphamari • Kurigram • Lalmonirhat • Gaibandha • Thakurgaon • Panchagarh

Private medical colleges:

- Prime Medical College — Rangpur
- Rangpur Community Hospital Medical College — Rangpur

3. North-East Zone

Geographical coverage: Northeastern Bangladesh

Major cities/areas:

Sylhet • Sunamganj • Habiganj • Moulvibazar • Mymensingh • Kishoreganj • Netrokona • Jamalpur • Sherpur

Private medical colleges:

- Jalalabad Ragib-Rabeya Medical College — Sylhet
- North East Medical College — Sylhet
- Parkview Medical College — Sylhet
- Sylhet Women's Medical College — Sylhet
- Jahurul Islam Medical College — Kishoreganj
- President Abdul Hamid Medical College — Kishoreganj
- Community Based Medical College — Mymensingh

4. Central Zone

Geographical coverage: Dhaka and its immediate surrounding region

Major cities/areas:

Dhaka • Gazipur • Savar • Narayanganj • Manikganj • Munshiganj • Narsingdi

Private medical colleges:

- Bangladesh Medical College
- Anwer Khan Modern Medical College
- Green Life Medical College
- Ibrahim Medical College
- Popular Medical College
- Holy Family Red Crescent Medical College
- Ibn Sina Medical College
- East West Medical College
- Delta Medical College
- Dhaka Community Medical College
- Dhaka National Medical College
- Dr Sirajul Islam Medical College
- Marks Medical College
- Medical College for Women
- MH Samorita Medical College
- United Medical College
- Universal Medical College
- Uttara Adhunik Medical College
- Shahabuddin Medical College

- Shaheed Monsur Ali Medical College
- Ahsania Mission Medical College
- Ashiyan Medical College
- Ad-din Women's Medical College
- Asgar Ali Medical College
- Barister Rafiq-ul-Haq Medical College
- Enam Medical College — Savar
- Gonoshasthaya Samaj Vittic Medical College — Savar
- Monno Medical College — Manikganj
- Bikrampur Bhuiyan's Medical College — Munshiganj
- City Medical College — Gazipur
- International Medical College — Gazipur
- Tairunnessa Memorial Medical College — Gazipur
- US-Bangla Medical College — Narayanganj

5. South-West Zone

Geographical coverage: Southwestern Bangladesh

Major cities/areas:

Khulna • Jashore • Kushtia • Satkhira • Bagerhat • Jhenaidah • Chuadanga • Meherpur • Magura • Narail • Faridpur • Gopalganj

Private medical colleges:

- Ad-din Akij Medical College — Khulna
- Gazi Medical College — Khulna

- Khulna City Medical College — Khulna
- Ad-din Sakina Women's Medical College — Jashore
- Diabetic Association Medical College — Faridpur

6. South-East Zone

Geographical coverage: Southern and eastern/southeastern Bangladesh

Major cities/areas:

Barishal • Patuakhali • Bhola • Chattogram • Cumilla • Noakhali • Feni • Lakshmipur • Chandpur • Brahmanbaria • Cox's Bazar • Rangamati • Khagrachhari • Bandarban

Private medical colleges:

- South Apollo Medical College — Barishal
- Central Medical College — Cumilla
- Eastern Medical College — Cumilla
- Mainamoti Medical College — Cumilla
- Brahmanbaria Medical College — Brahmanbaria
- BGC Trust Medical College — Chattogram
- Chattogram International Medical College
- Chattogram Ma-O-Shishu Hospital Medical College
- Institute of Applied Health Sciences — Chattogram
- Marine City Medical College — Chattogram
- Southern Medical College — Chattogram

ARTICLE X

STATE CONVENERS

Section 1. Office

1. IMCA may appoint one State Convener for each State or Union Territory of India having members who are currently pursuing education in Bangladesh.
2. The State Convener shall be the principal coordinator and representative of IMCA for students belonging to the respective State or Union Territory who are currently undergoing education in Bangladesh.
3. The Founder-President on the advice of the Executive Council may establish, combine, or discontinue State Convener positions according to the needs of the Association.

Section 2. Term of Office

1. State Conveners shall have no fixed term of office.
2. A State Convener shall continue in office until resignation, replacement, removal, permanent incapacity, death, or otherwise becoming ineligible under this Constitution.
3. No periodic election shall be required solely because of the passage of time.

Section 3. Appointment

1. Each Zonal Coordinator shall be appointed by the Executive Council after consultation with the Secretariat
2. A suitable member belonging to the respective State or Union Territory may be appointed as State Convener.

3. The Founder-President may appoint an Acting or Interim State Convener whenever necessary.

Section 3A. Nomination to the Governing Body

1. **One fourth [25%]** of the total state conveners will be nominated to the Governing Body by the President after consultation with the Executive Council.
2. They will serve for a term as deemed appropriate by the Excecutive Council.
3. A State Convener nominated to the Governing Body may be removed from the office by the President or by **three fouths majority [75%]** of the Executive Council on grounds of misconduct, failure to perform duties, violation of this Constitution, misuse of authority, or other legitimate organizational grounds

Section 4. Duties and Responsibilities

A State Convener shall:

a. Coordinate and represent IMCA members from the respective State or Union Territory;

b. Maintain communication with students of that State studying in Bangladesh;

c. Identify and communicate their academic, cultural, welfare and organizational concerns to the central leadership;

d. Facilitate state-level cultural, social, academic and community activities;

e. Assist in welcoming and supporting newly arriving students from the respective State;

f. Maintain an appropriate record of members and activities within the State, subject to applicable privacy requirements;

g. Coordinate with Zonal Coordinators and Departmental Secretaries where necessary; and

h. Perform such other duties as may be assigned by the Founder-President, General Secretary or Executive Committee.

Section 5. Authority and Subordination

1. A State Convener shall function under the overall authority of the Founder-President, Executive Council and the Secretariat.
2. The State Convener shall coordinate administratively with the General Secretary and relevant Departmental Secretaries.
3. A State Convener shall not independently make financial, constitutional, disciplinary or policy decisions on behalf of IMCA without authorization.
4. The State Convener shall not supersede the authority of the central Executive Committee, Zonal Coordinators or Departmental Secretaries in matters falling within their respective constitutional responsibilities.

Section 6. Removal and Resignation

1. A State Convener may resign at any time by submitting written notice to the General Secretary.
2. A State Convener may be removed by the Founder-President on advise of the Executive Council for misconduct, persistent inactivity, failure to perform assigned duties, violation of this Constitution, misuse of authority, or other legitimate organizational grounds.
3. Upon resignation, removal or vacancy, the Founder-President may appoint a replacement for the respective State or Union Territory.

Section 7. State Representation

State Conveners shall collectively serve as the state-level organizational network of IMCA in Bangladesh, ensuring that Indian students from different States and

Union Territories remain connected with the Association while preserving the unity and central authority of IMCA.

ARTICLE XI

BOARD OF ADVISORS

Section 1. Establishment

1. There shall be a Board of Advisors comprising distinguished, eminent and respected persons from various walks of life in India and Bangladesh.
2. The Board may include persons distinguished in medicine, education, academia, culture, arts, public service, diplomacy, law, social service, business, media, sports, administration and other relevant fields.
3. The Board shall be an advisory and consultative body and shall have no independent executive authority.

Section 2. Advisory Scope

The Board may, whenever requested by the Founder-President and the Executive Council, provide advice, recommendations or expert opinions concerning:

a. **Strategic Direction**: Long-term vision, development and institutional growth of IMCA;

b**. India-Bangladesh Relations**: Cultural, educational, social and professional cooperation and friendship between India and Bangladesh;

c**. Culture and Heritage**: Promotion of Indian arts, culture, traditions, heritage and cultural exchange;

d**. Student Affairs**: General academic, welfare, social and community matters affecting Indian students studying in Bangladesh;

e**. Institutional Relations**: Engagement with educational institutions, professional bodies, governmental or non-governmental organizations and other external stakeholders;

f. **Major Programmes**: Significant cultural, academic, social, charitable or international programmes and initiatives;

g. **Public Representation**: Matters concerning the reputation, public image and external representation of IMCA;

h. **Organizational Development**: Governance, expansion, membership development and future institutional planning;

i**. Special Matters**: Any particular matter, issue or proposal that the Founder-President considers appropriate to place before the Board; and

j. **Other Matters**: Any other subject relating to the objectives, interests or development of IMCA on which the Founder-President seeks its advice.

Section 3. Nature of Advice

1. The Board may provide collective or individual advice, recommendations, opinions and expert perspectives within its advisory scope.
2. The Board may be consulted on any matter at the discretion of the Founder-President and may also be requested to review specific proposals or issues.
3. The Board shall not exercise executive, administrative, financial, disciplinary or constitutional authority merely by virtue of its advisory status.

Section 4. Non-Binding Character

1. The advice or recommendations of the Board shall be strictly non-binding.
2. The Founder-President shall have the final discretion to accept, modify, defer or reject any advice or recommendation of the Board.
3. No Advisor shall have the right to require the Founder-President or any office-bearer to implement a recommendation of the Board.

Section 5. Appointment and Tenure

1. Advisors shall be appointed by the Founder-President after consultation with the Executive Council, Secretariat and the Governing Body.
2. The Founder-President may determine the number, composition and tenure of Advisors and may appoint additional Advisors whenever considered necessary.
3. The Founder-President after consultation with the Executive Council, Secretariat and the Governing Body may discontinue an advisory appointment at any time.

Section 7. Honorary Status

Membership of the Board shall ordinarily be honorary. Advisors shall not be considered members of the Executive Committee or office-bearers of IMCA unless separately appointed to an executive position under this Constitution.

The Board shall serve as a source of expertise, experience, guidance and goodwill, while the constitutional and executive authority of IMCA remains with the bodies and office-bearers designated under this Constitution.

ARTICLE XI

GOVERNING BODY

Section 1. Establishment

1. There shall be a Governing Body of the Indian Medical Cultural Association (IMCA), which shall constitute the principal working, coordinating and administrative body of the Association.

2. The Governing Body shall be responsible for translating the objectives, policies and decisions of IMCA into effective programmes, activities and organizational action.

Section 2. Composition

The Governing Body shall consist of:

a. The Founder-President / President;

b. The Executive Council, comprising the Vice-President, General Secretary and Joint Secretary;

c. The Secretariat, comprising the Departmental Secretaries and such other secretarial officers as may be recognized under this Constitution;

d. Nominated representatives of the Zonal Coordinators; and

e. Nominated representatives of the State Conveners.

The Founder-President shall be the Head of the Governing Body.

Section 3. Functions

The Governing Body shall:

1. Coordinate the overall functioning and activities of IMCA.

2. Implement the objectives, policies and programmes of the Association.

3. Coordinate between the central leadership, Secretariat, Zonal Coordinators, State Conveners and other organizational units.
4. Function as the Chief Electoral College of IMCA.
5. Review and supervise the progress of major programmes and initiatives.
6. Consider administrative, academic, cultural, student welfare, alumni and organizational matters placed before it.
7. Facilitate coordination between the different departments and regional representatives of IMCA.
8. Review reports submitted by Departmental Secretaries, Zonal Coordinators and State Conveners.
9. Make recommendations and formulate proposals for consideration by the Founder-President or other competent constitutional bodies.
10. Assist in the expansion, development and effective functioning of IMCA throughout Bangladesh.
11. Perform such other functions as may be assigned to it by the Founder-President or provided for under this Constitution.

Section 4. Authority

1. The Governing Body shall exercise such administrative and working authority as is delegated to it by this Constitution or by the Founder-President.
2. The Governing Body shall not exercise powers expressly reserved for the Founder-President, Executive Council or any other constitutional authority.
3. No decision of the Governing Body shall override the constitutional authority of the Founder-President.
4. The Founder-President after consultation with the Executive Council may review, modify, suspend or refer back any decision of the Governing Body

where considered necessary for the proper functioning or constitutional integrity of IMCA.

Section 5. Meetings

1. The Governing Body shall meet as often as necessary for the effective functioning of the Association.
2. Meetings may be convened by the Founder-President or, when authorized, by the General Secretary.
3. Meetings may be held physically or through electronic or virtual means.
4. The Founder-President shall preside over meetings of the Governing Body.

Section 6. Regional Representation

The nominated representatives of the Zonal Coordinators and State Conveners shall provide regional and state-level perspectives to the Governing Body and shall facilitate communication between their respective constituencies and the central leadership.

Section 7. Continuity

The Governing Body shall function continuously as the chief working committee of IMCA, subject to the terms, appointments and provisions governing its constituent offices under this Constitution.

ARTICLE XII

FUNCTIONS AND RESPONSIBILITIES OF OFFICE-BEARERS AND DEPARTMENTAL SECRETARIES

I. FOUNDER-PRESIDENT / PRESIDENT

The Founder-President shall be the supreme executive and constitutional authority of IMCA, subject to this Constitution, and shall:

1. Provide overall leadership, direction and vision to the Association.
2. Safeguard the founding principles, objectives, identity and continuity of IMCA.
3. Preside over meetings of the General Body, Executive Committee and other principal bodies, unless otherwise provided.
4. Supervise and coordinate the functioning of all office-bearers, departments, zones and representatives.
5. Approve major programmes, initiatives, partnerships and official activities of the Association.
6. Appoint or remove office-bearers and representatives where such authority is conferred by this Constitution.
7. Represent IMCA before institutions, organizations and distinguished persons in India and Bangladesh.
8. Exercise such additional powers as are necessary for the proper functioning of the Association, provided they are consistent with this Constitution and applicable law.
9. Serve as the final internal authority for interpretation of the Constitution, subject to applicable law and the Constitution itself.

II. VICE-PRESIDENT

The Vice-President shall assist the Founder-President and shall:

1. Assist the President in the overall administration and functioning of IMCA.
2. Perform duties specifically delegated by the Founder-President.
3. Coordinate with office-bearers and Departmental Secretaries to ensure effective implementation of programmes.
4. Supervise assigned departments or activities when directed by the Founder-President.
5. Represent the President when specifically authorized.
6. Assist in resolving administrative and organizational issues.
7. Undertake such other responsibilities as may be assigned by the Founder-President.

The Vice-President shall not automatically assume the office of Founder-President merely by virtue of acting on behalf of the President.

III. GENERAL SECRETARY

The General Secretary shall be the principal administrative officer of IMCA and shall:

1. Conduct and coordinate the day-to-day administrative affairs of the Association.
2. Implement decisions and directives of the Founder-President and competent constitutional bodies.
3. Coordinate the functioning of all Departmental Secretaries, Zonal Coordinators and other representatives.
4. Prepare agendas, notices, minutes and official records of meetings.
5. Maintain the official register, correspondence and administrative records of IMCA.
6. Coordinate programmes, meetings and organizational activities.
7. Submit periodic reports concerning the functioning of the Association to the Founder-President.
8. Coordinate official communication with institutions and organizations.
9. Supervise the Joint Secretary and provide administrative guidance to departmental offices.
10. Perform any other duties assigned by the Founder-President.

IV. JOINT SECRETARY

The Joint Secretary shall assist the General Secretary and shall:

1. Assist in the day-to-day administration of IMCA.
2. Support the General Secretary in maintaining records, correspondence and documentation.
3. Coordinate with Departmental Secretaries and Zonal Coordinators as directed.
4. Assist in organizing meetings, programmes and official activities.
5. Maintain assigned administrative and digital records.
6. Perform duties delegated by the General Secretary or Founder-President.
7. Act for the General Secretary when specifically authorized or when the General Secretary is temporarily unavailable.

V. DEPARTMENTAL SECRETARIES

1. SECRETARY — COORDINATION & PUBLIC RELATIONS

The Secretary shall:

1. Coordinate communication between IMCA's central leadership, departments, zones and representatives.
2. Develop and maintain relations with universities, institutions, organizations and other stakeholders.
3. Coordinate official external communications.
4. Assist in representing IMCA before authorized organizations and institutions.
5. Maintain a network of institutional and organizational contacts.

6. Support programmes involving India-Bangladesh cooperation and public engagement**.**

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2. SECRETARY — PUBLICATIONS & EDITORIAL AFFAIRS

The Secretary shall:

1. Oversee official publications, newsletters, magazines, reports and literary materials of IMCA.
2. Coordinate collection, editing and publication of articles and contributions.
3. Maintain editorial standards and accuracy of official publications.
4. Coordinate with writers, editors, photographers and contributors.
5. Document important activities and achievements of the Association.
6. Maintain an archive of official publications and historical materials.

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3. SECRETARY — CULTURAL AFFAIRS

The Secretary shall:

1. Promote Indian arts, culture, traditions, heritage and cultural values.
2. Organize cultural programmes, festivals, competitions and exhibitions.
3. Encourage participation in music, dance, theatre, literature, visual arts and other cultural activities.
4. Coordinate cultural exchange activities involving India and Bangladesh.
5. Identify and support student cultural talent.
6. Coordinate with institutions and cultural organizations for cultural programmes.

4. SECRETARY — SOCIAL MEDIA AFFAIRS

The Secretary shall:

1. Manage the official social-media presence of IMCA.
2. Develop and publish authorized digital content.
3. Publicize programmes, announcements and achievements of the Association.
4. Maintain consistency in the Association's digital identity and communication.
5. Coordinate with the Publications and Design & Décor departments.
6. Ensure that official social-media communications are made responsibly and in accordance with Association policies**.**

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5. SECRETARY — STUDENT AFFAIRS

The Secretary shall:

1. Coordinate matters concerning Indian students studying in Bangladesh.
2. Facilitate communication between students and the Association.
3. Identify and communicate student concerns to the appropriate authority.
4. Assist newly arriving students in connecting with the student community.
5. Coordinate academic, orientation and student-support programmes.
6. Maintain appropriate student-related records and information.
7. Coordinate with State Conveners and Zonal Coordinators on student matters.

6. SECRETARY — TECHNOLOGY & DIGITAL OPERATIONS

The Secretary shall:

1. Manage IMCA's technological and digital infrastructure.
2. Oversee official websites, digital platforms and online systems.
3. Maintain digital databases and organizational systems as authorized.
4. Provide technical support for meetings, events and programmes.
5. Assist in implementing digital registration, communication and management systems.
6. Promote appropriate use of technology for organizational efficiency.
7. Coordinate with the Social Media and Publications departments on digital operations.

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7. SECRETARY — ALUMNI & PROFESSIONAL AFFAIRS

The Secretary shall:

1. Maintain engagement with IMCA alumni.
2. Develop and maintain an alumni network.
3. Facilitate interaction between current students and alumni.
4. Encourage professional networking and mentorship.
5. Coordinate with medical and other professional communities where appropriate.
6. Organize alumni and professional programmes, seminars and networking activities.
7. Maintain appropriate records of alumni and professional contacts.

8. SECRETARY — WELFARE & COMMUNITY SERVICE

The Secretary shall:

1. Promote the welfare and social well-being of IMCA members.
2. Coordinate community-service and charitable initiatives.
3. Organize blood-donation drives, relief activities and other humanitarian programmes where appropriate.
4. Assist members facing legitimate welfare-related difficulties.
5. Coordinate volunteer activities.
6. Encourage social responsibility and service among members.

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9. SECRETARY — SPORTS

The Secretary shall:

1. Promote sports and physical activities among members.
2. Organize sports competitions, tournaments and recreational activities.
3. Coordinate IMCA sports teams and participation in inter-organizational events.
4. Encourage participation in individual and team sports.
5. Maintain records of sporting activities and achievements.
6. Coordinate sports facilities and arrangements for Association programmes.

10. SECRETARY — DESIGN & DÉCOR

The Secretary shall:

1. Lead the visual design and décor activities of IMCA.
2. Design posters, banners, invitations, certificates, publications and other official visual materials.
3. Develop and maintain consistency in IMCA's visual identity.
4. Coordinate stage design, venue decoration and visual presentation for Association events.
5. Work closely with the Cultural Affairs, Social Media, Publications and Events functions.
6. Maintain an organized archive of official designs, templates and visual assets.
7. Ensure that the Association's emblem, logo and other official symbols are used only in accordance with authorized standards.

General Provision

All Departmental Secretaries shall function under the overall authority of the Founder-President and Executive Committee, and shall coordinate administratively through the General Secretary. No Departmental Secretary shall independently bind IMCA to financial, legal, institutional or policy commitments without authorization from the competent authority under this Constitution.

ARTICLE XIII

ELECTIONS

Section 1. Election Authority

At least ten days before a scheduled election, the Executive Council shall appoint an independent **Election Commission** consisting of three to five eligible members who are not candidates for office.

Section 2. Election Commission

The Election Commission shall:

a. Publish the election schedule;

b. Establish nomination procedures;

c. Verify candidate eligibility;

d. Conduct polling;

e. Count votes;

f. Resolve routine procedural disputes;

g. Declare results.

Section 3. Eligibility to Contest

A candidate must:

1. Be a member in good standing;
2. Meet any minimum membership period prescribed by election rules;
3. Not be under suspension;
4. Not have been removed from office for serious misconduct during the immediately preceding term unless reinstated by the General Body;

5. Satisfy any additional reasonable eligibility requirements adopted before the election.

Section 4. Student and Alumni Representation

IMCA shall seek balanced representation of both current students and alumni.

At least one of the principal elected positions of President, Vice-President or General Secretary should ordinarily be occupied by a current student member, unless no eligible student candidate is available.

The Alumni & Professional Affairs Secretary shall ordinarily be an Alumni Member.

Section 5. Election Method

Elections shall be conducted through secret ballot or another secure voting method approved by the Election Commission.

Each eligible voting member shall have one vote per office.

Section 6. Vacancies

If an office becomes vacant:

a. The Vice-President shall act as President if the presidency becomes vacant;

b. The Executive Committee may appoint an eligible member to temporarily perform another vacant office;

c. A by-election shall be held if more than six months remain in the term and the vacancy materially affects the functioning of the Association.

Section 7. Electoral College

The Governing Body will be the main electoral college, with powers to vote in all the elections unless a separate electoral college is constituted for the specific election.

ARTICLE XIV

CHAPTERS AND INSTITUTIONAL REPRESENTATION

Section 1. Institutional Chapters

IMCA may establish chapters or representatives at medical colleges and other eligible institutions where a sufficient number of members are present.

Section 2. Purpose

Chapters shall:

a. Facilitate communication;

b. Organize local cultural activities;

c. Encourage student participation;

d. Identify welfare concerns;

e. Coordinate with the central Executive Committee.

Section 3. Chapter Leadership

Each recognized chapter may have:

1. Chapter Coordinator;
2. Deputy Coordinator;
3. Cultural Representative;
4. Welfare/Student Representative; and
5. Other positions as approved.

Section 4. Authority

Chapters shall remain subordinate to the Constitution and central policies of IMCA.

No chapter may:

a. Open a bank account in the name of IMCA without authorization;

b. Enter contracts on behalf of IMCA without authorization;

c. Issue political statements on behalf of IMCA;

d. Alter the Constitution;

e. Represent itself as an independent legal entity unless separately established under applicable law.

ARTICLE XV

ALUMNI COUNCIL

Section 1. Establishment

IMCA may establish an Alumni Council as a permanent advisory and networking body.

Section 2. Composition

The Alumni Council shall consist of Alumni Members selected or elected according to rules adopted by the General Body.

Section 3. Functions

The Council may:

a. Advise the Executive Council;

b. Support mentorship;

c. Assist graduating students;

d. Organize professional networking;

e. Assist cultural programmes;

f. Facilitate connections among alumni in India, Bangladesh and other countries.

Section 4. Advisory Nature

Unless expressly delegated authority by the General Body, the Alumni Council shall be advisory and shall not supersede the elected Executive Committee or General Body.

ARTICLE XVI

COMMITTEES

The Executive Committee may establish committees including:

1. Cultural Committee;
2. Events Committee;
3. Student Welfare Committee;
4. Alumni Committee;
5. Academic & Professional Committee;
6. Media & Communications Committee;
7. Community Service Committee;
8. Finance Committee;
9. Membership Committee;
10. Discipline & Ethics Committee; and
11. Special committees for particular projects.

Every committee shall have a defined mandate and shall report to the Executive Committee.

ARTICLE XVII

FINANCE AND PROPERTY

Section 1. Sources of Funds

IMCA may receive funds through:

a. Membership fees;

b. Voluntary contributions;

c. Lawful sponsorships;

d. Grants;

e. Donations;

f. Event proceeds;

g. Alumni contributions; and

h. Other lawful sources approved by the Executive Committee.

Section 2. Bank Account

Association funds shall, where feasible, be maintained in an account in the Association's name with a recognized financial institution.

Section 3. Financial Authorization

At least two authorized signatories shall be required for financial transactions above a threshold determined by the Executive Council.

The authorized signatories should ordinarily include the Joint Secreatry and one of the President or General Secretary.

Section 4. Budget

The Treasurer shall prepare an annual budget for approval by the Executive Council and, where appropriate, presentation to the Governing Body.

Section 5. Financial Year

The financial year shall be determined by the Executive Council in accordance with applicable legal and accounting requirements.

Section 6. Financial Records

The Association shall maintain:

a. Income records;

b. Expenditure records;

c. Bank statements;

d. Receipts;

e. Vouchers;

f. Asset records; and

g. Annual financial statements.

Section 7. Audit/Review

The Executive Council shall appoint an auditor or independent reviewer where required or considered appropriate.

Section 8. Personal Benefit

No member shall personally appropriate Association funds or assets.

Reasonable reimbursement for authorized expenses may be permitted upon production of appropriate documentation.

ARTICLE XVIII

CULTURAL AND HERITAGE PROGRAMMES

IMCA shall give particular importance to its cultural mission. Programmes may include:

1. Indian cultural festivals;
2. Classical music and dance;
3. Folk arts;
4. Theatre and drama;
5. Poetry and literature;
6. Photography and visual arts;
7. Regional cultural showcases;
8. Indian language programmes;
9. Heritage exhibitions;
10. Film and documentary screenings;
11. Cultural competitions;
12. India–Bangladesh cultural exchange events;
13. Seminars on shared history and heritage; and
14. Programmes celebrating friendship between the peoples of India and Bangladesh.

All such programmes shall be conducted respectfully, peacefully and in accordance with applicable law.

ARTICLE XIX

INDIA–BANGLADESH FRIENDSHIP AND CULTURAL COOPERATION

IMCA recognizes that its members are situated within a country with which India has deep historical, cultural, educational and people-to-people connections.

Accordingly, the Association shall seek to:

a. Promote mutual respect between Indian and Bangladeshi students;

b. Encourage joint cultural programmes;

c. Facilitate educational interaction;

d. Promote understanding of the diverse histories and traditions of both countries;

e. Encourage responsible dialogue;

f. Build relationships with appropriate educational, cultural and community organizations;

g. Promote friendship and cooperation without interfering in the domestic political affairs of either country.

IMCA shall not claim to represent the Government of India, the Government of Bangladesh, any embassy, high commission or governmental institution unless formally authorized to do so.

ARTICLE XX

DISCIPLINE AND CODE OF CONDUCT

Section 1. Standards

Members shall conduct themselves in a manner consistent with:

a. Respect;

b. Integrity;

c. Professionalism;

d. Non-discrimination;

e. Responsible use of Association platforms;

f. Respect for institutional rules;

g. Respect for applicable laws.

Section 2. Prohibited Conduct

The following may constitute disciplinary violations:

1. Fraud or financial misuse;
2. Serious harassment;
3. Violence or threats;
4. Deliberate destruction of Association property;
5. Unauthorized use of the Association's name;
6. Falsification of official records;
7. Serious abuse of office;
8. Repeated conduct seriously damaging the legitimate functioning of IMCA;

9. Discriminatory conduct;

10. Unauthorized financial commitments on behalf of IMCA.

Section 3. Disciplinary Procedure

No member shall be suspended or expelled without:

a. Written notice of the allegation;

b. A reasonable opportunity to respond;

c. Consideration by the appropriate disciplinary body; and

d. A written decision.

Section 4. Penalties

Depending on severity, disciplinary measures may include:

a. Warning;

b. Written reprimand;

c. Temporary suspension;

d. Removal from an office;

e. Loss of particular privileges;

f. Expulsion from membership.

Section 5. Appeal

A disciplined member shall have the right to appeal to the Executive Council or an Appeals Committee established by it.

ARTICLE XXI

MEETINGS AND RECORDS

Section 1. Executive Committee Meetings

The Executive Council shall meet at least once every month, and more frequently where necessary.

Section 2. Minutes

Minutes shall be maintained for all formal Governing Body and Executive Council meetings.

Section 3. Official Records

The Association shall maintain:

a. Constitution;

b. Membership register;

c. Meeting minutes;

d. Financial records;

e. Election records;

f. Asset register;

g. Official correspondence;

h. Annual reports.

Section 4. Digital Records

The Association may maintain records electronically, provided appropriate safeguards are used.

ARTICLE XXII

OFFICIAL COMMUNICATION AND PUBLIC REPRESENTATION

Section 1. Official Statements

Official public statements shall ordinarily be issued by:

a. President;

b. General Secretary; or

c. Another person specifically authorized by the Executive Committee.

Section 2. Social Media

Official social-media accounts shall be administered by authorized persons, majorly by the Secretary, Social Media.

No individual member shall represent a personal social-media post as an official position of IMCA merely by identifying themselves as a member.

Section 3. Logo and Name

The name, logo, emblem and official identity of IMCA shall be protected from unauthorized commercial or personal use.

ARTICLE XXIII

CONFLICTS OF INTEREST

1. Every office-bearer shall disclose any material personal or financial interest in a matter being considered by the Association.
2. An office-bearer with a significant conflict should not participate in the decision unless the Executive Committee determines that participation is appropriate and transparent.
3. Association resources shall not be used to provide undisclosed personal benefit

ARTICLE XXIV

AMENDMENT OF THE CONSTITUTION

Section 1.

The Governing Body as per the details mentioned below can amend the constitution except for the Preamble, basic structure and Articles VI and VII

Proposal

An amendment may be proposed by:

a. The Executive Council; or

b. At least one-fifth of voting members.

Section 2. Notice

The proposed amendment shall be circulated to members at least fourteen days before the meeting at which it is to be considered.

Section 3. Approval

An amendment shall require approval by **two-thirds of votes cast** at a duly constituted Governing Body meeting.

Section 4. Fundamental Provisions

No amendment shall fundamentally alter the non-profit, non-political and cultural character of IMCA without explicit approval of the Governing Body.

ARTICLE XXV

INTERPRETATION OF THE CONSTITUTION

1. The General Body shall be the final authority on the interpretation of this Constitution.
2. Between General Body meetings, the Executive Committee may provide an interim interpretation where necessary for administration.
3. Any interim interpretation shall remain subject to review by the General Body.
4. Where two provisions appear to conflict, the provision specifically addressing the relevant subject shall prevail over a general provision, unless doing so would contradict the fundamental principles of the Constitution.

ARTICLE XXVI

DISSOLUTION

Section 1. Dissolution

IMCA may be dissolved only by a resolution passed by at least **three-fourths of votes cast** at a specially convened Governing Body meeting.

Section 2. Settlement of Obligations

Before dissolution:

a. All lawful debts shall be settled;

b. Outstanding obligations shall be addressed;

c. Association records shall be preserved appropriately.

Section 3. Remaining Assets

After lawful settlement of liabilities, remaining assets shall not be distributed among individual members.

They shall be transferred, subject to applicable law, to another non-profit, educational, cultural or charitable organization with objectives substantially consistent with those of IMCA.

ARTICLE XXVII

TRANSITIONAL PROVISIONS

1. Upon adoption of this Constitution, the founding members may constitute an **Interim Executive Committee**.
2. The Interim Executive Committee shall be responsible for:

a. Establishing the membership register;

b. Establishing institutional chapters where appropriate;

c. Opening and organizing Association records;

d. Developing initial policies;

e. Organizing the first General Body meeting;

f. Conducting the first regular election.

3. The Interim Executive Committee shall ordinarily serve for no more than twelve months unless the General Body approves an extension for a specific reason.
4. Upon completion of the first election, the elected Executive Committee shall assume full authority under this Constitution.

ARTICLE XXVIII

OATH AND ETHICAL COMMITMENT OF OFFICE-BEARERS

Before assuming office, each elected office-bearer may make the following declaration:

“I solemnly undertake to uphold the Constitution of the Indian Medical Cultural Association, to discharge my responsibilities with honesty, fairness and diligence, to respect the laws and culture of Bangladesh and India, to protect the interests of the Association, to promote friendship and cultural understanding between India and Bangladesh, and to serve all members without discrimination or personal favoritism.”

ARTICLE XXIX

SYMBOLS AND IDENTITY

Section 1. Emblem

The Association has adopted the following official emblem incorporating symbols representing:

a. Medicine and healthcare;

b. Indian cultural heritage;

c. Bangladesh–India friendship;

d. Knowledge and education; and

e. Unity and service.

Section 2. Flag and Colours

The Association may adopt an official flag, the colours and visual identity through a resolution of the Governing Body.

Section 3. Motto

The official motto shall be:

“Connecting Medicine, Culture and Community”

The Governing Body may amend the motto through an ordinary constitutional resolution.

ARTICLE XXX

ANNUAL ACTIVITIES

IMCA shall endeavour to maintain an annual programme including, as resources permit:

1. Annual cultural festival;
2. Freshers' orientation;
3. Alumni interaction;
4. India–Bangladesh cultural exchange;
5. Academic seminar;
6. Community-service initiative;
7. Arts and literary programme;
8. Sports or recreational programme;
9. Heritage and cultural awareness programme;
10. Annual General Meeting; and
11. Annual report publication.

The exact programme shall be determined by the Executive Committee in consultation with members.

ARTICLE XXXI

MEMBERSHIP FEES AND CONTRIBUTIONS

1. Membership fees may be determined by the Governing Body.
2. Different reasonable fees may be established for:

a. Student Members;

b. Alumni Members;

c. Associate Members.

3. Honorary Members may be exempt from membership fees.
4. No member shall be denied participation in essential Association activities solely because of temporary financial hardship, where reasonable alternatives are available.
5. The Association shall not impose arbitrary or discriminatory financial obligations.
6. As of now the membership is completely free.

ARTICLE XXXII

RELATIONSHIP WITH EXTERNAL ORGANIZATIONS

IMCA may cooperate with:

a. Medical colleges;

b. Universities;

c. Student organizations;

d. Alumni organizations;

e. Cultural institutions;

f. Community organizations;

g. Charitable organizations;

h. Educational institutions; and

i. Other lawful organizations whose objectives are compatible with IMCA.

Such cooperation shall not automatically imply that IMCA endorses every position or activity of the external organization.

ARTICLE XXXIII

SAFEGUARDING THE CHARACTER OF IMCA

The Association shall remain fundamentally:

Cultural.
Educational.
Student- and alumni-oriented.
Non-profit.
Non-political.
Community-focused.
Dedicated to India–Bangladesh friendship.

No individual office-bearer shall use the Association primarily for personal political, commercial or financial purposes.

The name and platform of IMCA shall not be used to promote partisan political campaigns or personal commercial interests.

ARTICLE XXXIV

SUPREMACY OF THE CONSTITUTION

1. This Constitution shall be the supreme internal governing document of IMCA.
2. All rules, regulations, policies, committee decisions and chapter activities shall be consistent with this Constitution.
3. In the event of inconsistency, this Constitution shall prevail.
4. Any rule found inconsistent with the Constitution shall be amended or declared inapplicable to the extent of such inconsistency.

ARTICLE XXXV

SEVERABILITY

If any provision of this Constitution is determined to be invalid or unenforceable under applicable law, the remaining provisions shall continue to operate to the fullest extent legally possible.

The Association shall seek to replace the invalid provision with a lawful provision that most closely preserves its original purpose.

ARTICLE XXXVI

ADOPTION

This Constitution shall come into force upon its adoption by the founding Governing Body of the Indian Medical Cultural Association.

It shall thereafter govern all members, chapters, committees and office-bearers of the Association.

SCHEDULE I

FOUNDING STRUCTURE OF IMCA

For the initial organizational period, IMCA shall operate through the following structure:

A. Governing Body

The supreme deliberative body consisting of eligible voting members.

B. Executive Committee

The principal administrative body elected by the nominated by the Founder President after due consultation with the Secretariat and the Advisory Board.

C. Secretariat

The administrative mechanism consisting principally of the Departmental Secretaries and Under Secretaries.

D. Cultural Wing

Responsible for arts, culture, heritage, literature and India–Bangladesh cultural exchange.

E. Student Affairs Wing

Responsible for student engagement, orientation and welfare coordination.

F. Alumni Wing

Responsible for alumni relations, mentorship and professional networking.

G. Community Service Wing

Responsible for humanitarian, social and community initiatives.

H. Communications Wing

Responsible for publications, public communication and digital platforms.

SCHEDULE II

SUGGESTED EXECUTIVE COMMITTEE STRUCTURE

Position	**Principal Responsibility**
President	Overall leadership and representation
Vice-President	Support and coordination
General Secretary	Administration and records
Joint Secretary	Administrative assistance
Treasurer/ Finance Secretary	This post will be under the Control of the Executive Council
Cultural Secretary	Arts, culture and heritage
Student Affairs Secretary	Student engagement
Alumni & Professional Affairs Secretary	Alumni and professional network

Position	Principal Responsibility
Communications & Media Secretary	Public communication
Welfare & Community Service Secretary	Welfare and service
Sports Secretary	Sports and Physical Activities
Design and Décor Secretary	Creative Designing and Orientation
Technology and Digital Affairs Secretary	Technical issues and nuances

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SCHEDULE III

CODE OF CULTURAL CONDUCT

All cultural activities of IMCA shall be conducted according to the following principles:

1. Respect for all cultures;
2. Respect for religious and cultural diversity;
3. Respect for Bangladesh's national and cultural identity;
4. Respect for India's cultural diversity;
5. No deliberate cultural provocation;
6. No hateful or discriminatory content;
7. No unauthorized political campaigning through Association cultural events;

8. Appropriate conduct at public events;
9. Proper authorization for use of copyrighted materials;
10. Responsible representation of Indian culture.

SCHEDULE IV

ANNUAL REPORT

The Executive Committee shall endeavour to prepare an annual report containing:

1. Membership statistics;
2. Major activities;
3. Cultural programmes;
4. Student initiatives;
5. Alumni activities;
6. India–Bangladesh exchange programmes;
7. Community-service activities;
8. Financial summary;
9. Major achievements;
10. Challenges encountered;
11. Recommendations for the following year.

The annual report shall be presented to the General Body.

SCHEDULE V

FOUNDING DECLARATION

The founding members of the Indian Medical Cultural Association affirm that the Association is established to create a lasting platform for Indian medical students and alumni in Bangladesh.

The Association shall seek to transform the student experience beyond academic education by creating opportunities for cultural expression, friendship, leadership, professional networking, social responsibility and community service.

IMCA shall recognize that students studying medicine in Bangladesh form a unique bridge between two neighbouring countries with deep historical and cultural connections.

Through its programmes, IMCA shall encourage its members to become not only competent medical professionals but also culturally aware, socially responsible and internationally minded individuals.

FINAL DECLARATION

We, the founding members of the **Indian Medical Cultural Association**, hereby adopt this Constitution as the governing framework of the Association.

We affirm our commitment to:

Unity among Indian students and alumni;

Preservation and promotion of Indian arts, culture and heritage;

Respect for the culture and identity of Bangladesh;

Friendship and people-to-people relations between India and Bangladesh;

Academic and professional development;

Community service and social responsibility;

Transparency, accountability and democratic participation;

And the principle that our diversity shall be a source of strength rather than division.

The Association shall strive to ensure that the bonds formed through education, culture, friendship and service continue long after its members leave Bangladesh.

ADOPTION CLAUSE

Adopted collectively by the Founding Members of the Indian Medical Cultural Association Bangladesh on Sunday, 20 September 2026, at the Foreign Hostel, Mainamoti Medical College, Cumilla.

CONSTITUTIONAL RECORD

Name of Association: Indian Medical Cultural Association (IMCA)

Operational designation: IMCA Bangladesh

Nature: Non-profit, non-political, cultural, educational and student-alumni association

Primary community: Indian medical students and alumni in Bangladesh

Core areas: Arts, Culture, Heritage, Student Welfare, Alumni Relations, Education, Community Service and India–Bangladesh Friendship

Motto:

"Connecting Medicine, Culture and Community"