



INDIAN ASSOCIATION OF RESPIRATORY CARE (IARC)

No:UDP-S-171/2011-12 of Karnataka Society Act 1960

Document No: IARC/PRES/2022/29/10/01

Date:28.10.2022

INVITATION AND CALL FOR AGENDA

IARC ANNUAL GENERAL BODY MEETING 2022

Dear IARC Member,

It is my pleasure to invite you to attend the **Annual General Body Meeting of IARC** and to propose agenda. You are requested to send any proposal as agenda in the given format attached with this letter. Please send your proposals to me (president@iarc.in) and a copy to the Associate Vice President - IARC on avp@iarc.in as email no later than 15th November 2022.

Proposed date of EC Meeting : 2nd December 2022 (Friday 09.30 AM IST)
Proposed date of the AGM : 2nd December 2022 (Friday 01.30-02.30 PM IST)
Venue : Gokulam Park Inn Convention Center, Kaloor, Kochi, Kerala, India

Looking forward to hearing from you.

Best Regards


Dr Jerry Paul



Date: 29.10.2022 (First Call for AGM22 and Agenda)

(Considering matters other than the pre submitted agenda subject to the Executive Committee approval)

Cc: GS, Treasurer, Editor IJRC, Chair Academia, VP, AVP, EC Members



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AGENDA TEMPLATE

To
The President
IARC.

Personal Details

Name :

Membership Number :

OR I am not a Member in IARC :

(Please mention the status of your membership clearly)

Indication of Agenda Title:

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Brief description about the matter of issue (if not self-explanatory)

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Your suggestion to resolve this issue:

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Signature :

Place :

Date :/...../ 2022

Email your proposal to avp@iarc.in and cc to president@iarc.in, vp@iarc.in, gs@iarc.in, treasurer@iarc.in



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Important Notes:

With reference to the regulations of the Department of Registrar Co-operative Society, Government of India, the following arrangements will be adopted for the Annual General Meeting:

- (a) Only a Registered member can attend the Annual General Meeting by observing and listening to the proceedings of the meeting by electronic means.
- (b) A member may submit questions to the society via email by filling the given template or such other electronic means as the Society considers appropriate. The questions must reach the society at least 15 days prior to the Annual General Meeting.
- (c) All substantial and relevant questions will be addressed by the Executive Board and/or presidential body prior to, or at, the Annual General Meeting. Questions that concern a matter that will be put to a vote will be addressed by the Executive Committee and/or Presidential Body before the closing date for the Annual Conference RESCARE 2022.

Proposed Agenda:

1. Call for meeting and welcome remarks.
2. Instructions on Rules of Conduct and Procedures of the AGM
3. Display the proof of notice of meeting
4. Announcement of Existence of Quorum
5. Approval of the minutes of the previous general body meeting and Executive Committee Meetings and Minutes
6. Annual Report – General Secretary
7. Receipt and adoption of the 2021-22 financial statements and report – Treasurer
8. Approval of the Audit Report - Ratification
9. Appointment of the Auditor - Ratification
10. Permission to amend the constitution and for formulating the policy and procedure manual.
11. Annual Budget and Expenditure plan approval.
12. Ratification of the Appointment of the Editor in Chief for the Indian Journal of Respiratory Care.
13. Ratification of the Appointment of the Board Members of the Indian Academy of Respiratory Care and the Chairman.
14. Announcement of the FIARC Candidates and Conferring the fellowship.
15. Remunerations
16. Any other business
17. Adjournment