

# ASU HAND BOOK



**ASSOCIATION OF SOUTHERN UROLOGISTS  
(SOUTH ZONE USI)  
HANDBOOK 2016**

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***ASU Council 2014 – 2016***  
**Revised & Updated - November 2020**



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**Dr. M. Ganesh Kamath**  
Imm. Past President, ASU



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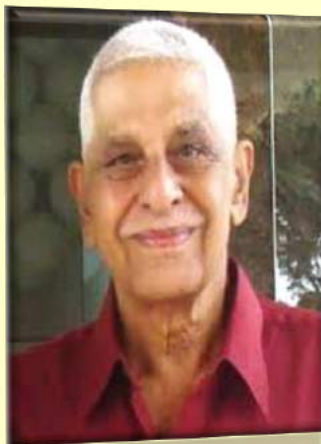


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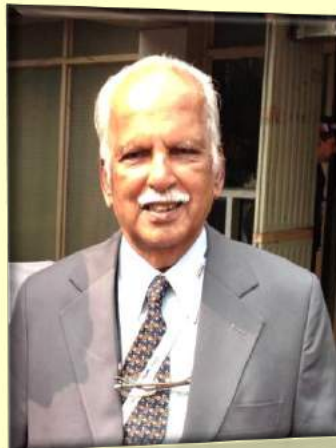
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**Website: [www.szusi.com](http://www.szusi.com)**

# FOUNDERS OF ASU



**Dr P Venugopal**



**Dr C Chinnaswami**



**Dr Roy Chally**



**Dr Ranganadha Rao**



**Dr Ganesh Gopalakrishnan**



## HISTORY OF ASSOCIATION OF SOUTHERN UROLOGISTS

The birth of the Association of Southern Urologists took place in Chennai in 1989 during the 'UROFEST' program organised by Prof. A. Rajasekaran to mark the Silver Jubilee Year of Urology Dept, in Madras Medical College. During the banquet, it was decided by the senior Statesmen that a new professional body should be formed for the betterment of the Urologists practising in South India. Thus came into existence The Association of Southern Urologists, the **FIRST** among the Zonal chapters of Urology in India. The rest is History. With the blessings of the senior Urologists and enthusiasm of the juniors of the Southern States, the ASU has grown steadily in strength as well as in various academic activities. To add attraction and incentives, many awards were instituted by the Association with generous donations from well-wishers and colleagues. Prof. H S Bhat Oration was the first one to be implemented. This was followed by a series of Awards and Fellowships of ASU, the corpus for each being generously contributed by the members. In the beginning, senior members of the speciality from outside the Zone were honoured; but over the last few years, this custom has been forgone, due the dearth of time and massive increase in the number of our own members. At the ASUCON-97 at Mangalore, it was suggested by many members in the Annual General Body Meeting that the name of ASU be changed to South Zone Chapter-USI (Association of Southern Urologists), keeping the idea that we would also be part of the main stream of Urologists of India. However, since the name Association of Southern Urologists had been registered with Registrar of Societies and income tax returns have been submitted in this account, change of name of the Association was not legally permissible. Hence the official name still continues to be Association of Southern Urologists, though the Annual Conferences have been named as South Zone Urological Society of India Conference (SZUSICON). The Association has to its credit, State Associations, a unique feature, functioning independently. The UAK (Urological Association of Kerala) was the first to be formed, followed by APSOGUS (Society of Genito Urinary Surgeons of Andhra Pradesh), KUA (Karnataka Urology Association) and lastly TAPASU (Tamilnadu and Pondicherry Association of Urologists). With the division of Andhra Pradesh into Telangana and Coastal AP, APSOGUS has been renamed as SOGUS (AP & TS). There are cordial interactions among these Associations. The Association is currently one of the best Zonal Chapters with regard to the

membership strength, financial status, academic/charity activities and other professional proceedings.

## **CONSTITUTION**

### **1. TITLE**

The name of the Association shall be “THE ASSOCIATION OF SOUTHERN UROLOGISTS” hereafter referred to as "The Association".

### **2. REGISTERED OFFICE**

The office of the Association shall be determined from time to time by the Council of the Society.

### **3. OBJECTIVES**

- a. To promote high standards in the practice of Urology
- b. To associate together in one corporate body all scientific personnel actively interested in practice of Urology in Southern States namely Tamil Nadu, Kerala, Karnataka, Andhra Pradesh and Pondicherry.

*b<sub>1</sub>. (Amendment, 2014): To associate together in one corporate body all scientific personnel actively interested in practice of Urology in Southern States namely Tamil Nadu, Kerala, Karnataka, Andhra Pradesh and Pondicherry (Puducherry) and other territories namely Lakshadweep Islands.*

- c. To foster high and uniform standards in postgraduate training in Urology.
- d. To promote research in Urology or other disciplines for the purpose of improving the practice of Urology.
- e. To promote, establish or support any Institution, scientific Association or research organization which is directed towards raising the standards of Urological practice or teaching or research in Urology in South India.
- f. To promote publication of scientific literature pertaining to Urological practice or research.
- g. To endeavour, to establish and maintain liaison with other Associations or organized bodies, in India or abroad whose objects are keeping with those of the Association.
- h. To carry out any other activities which are identical or conducive to the furtherance of the objects of the association.



#### 4. MEMBERSHIP

There shall be following categories of members.

- a. Full Members :  
Full members shall be qualified Urologists engaged in active practice of Urology in South India. These full members who migrate to places other than South India will go in to a category of affiliate members.
- b. Associate members:  
Associate members shall be Urology post graduates undergoing training at a recognized Institution in South India. Other registered medical practitioners of Modern Medicine (Allopathy) who are interested in fostering relationship and furtherance of Urological progress in South India.
- c. Affiliate members  
Affiliate members shall be qualified Urologists engaged in active practice of Urology in areas other than South India.

#### 5. RIGHTS OF MEMBERS

Only full members have the right to vote.

Only full members shall become Office Bearers of the Association.

All categories of members shall have the right to attend any scientific proceedings of the Association.

*Amendments, 2004*

- 5a. *All the authors of papers to be presented at the Annual Conference should be members of ASU except non-Urologists.*
- 5b. *Papers at South Zone Conference will be presented only by members of the South Zone Chapter. Outsiders will have to become Affiliate Members if they have to present paper and participate in the Conference. This will apply to qualified Urologists only.*
- 5c. *Good papers and posters presented at the State Conferences of the member States are to be invited at ASU Conferences and the authors should also be the members of ASU.*

#### 6. CESSATION OF MEMBERSHIP

- a. Any member may resign from his membership at any time by serving a notice in writing to the Secretary. Such resignation shall not relieve the member from the responsibility to pay any dues to the Association prior to ceasing to be a member.
- b. The Council shall have the right to terminate the membership or alter the category of any individual member even after election, if it is subsequently found that material facts supplied in the application were incorrect.
- c. The Council shall have the powers to terminate the membership of any member:

- i. Who has been found guilty of unprofessional behaviour or of working against the interest of the Association provided that member concerned is offered full opportunity to present his case to the Council and provided that in case of termination of membership, the latter is confirmed at the Annual General Body Meeting by two thirds majority of members present.
- ii. Who has defaulted in paying the Association dues for over a period.

## **7. SUBSCRIPTION**

The subscription shall be as follows:

Full Members (Life Subscription)	Rs. 200.00
Affiliate Members (Life Subscription)	Rs. 200.00
Associate Members (Annual)	Rs. 50.00

*7a. (Amendment, 2006). With effect from 2006, the membership fee is Rs.2,000.00 for all categories of members*

## **8. FINANCIAL YEAR**

The Financial year of the Association shall be from 1st April to 31st March.

## **9. BANK ACCOUNT**

The Bank Account shall be operated by the Treasurer in the name of the Association. All cheques shall be signed by the Treasurer of the Association.

## **10. OFFICERS OF THE ASSOCIATION**

Officers of the Association shall be the President, Vice President, Secretary and Treasurer. The officers shall be elected at Annual General Body Meeting from the list of suggested nominations submitted to the Council.

### **a. President**

The Vice President for the given year will automatically become the President for the next year. He will hold the Office for one year. Election for the post of the President will be held only if the Vice President of the previous year does not wish to or is not available to take over the Office of the President. The President shall hold Office from the day following the termination of Annual General Body Meeting at which he is installed to the termination of the next Annual General Body Meeting.

### **b. Vice President**

Vice President shall be elected for a period of one year. He will automatically become the President of the following year. The Vice President shall hold the Office from the day following termination of Annual General Body Meeting at which he is elected to the termination of the next Annual meeting.

*b1 (Amendment, 2000) The Vice President is renamed as President-Elect*

*b2 (Amendment, 2000) An ASU member can apply for nomination to the post of President Elect only if he/she has completed a tenure of two years as Council Member / Secretary / Treasurer in the Association of Southern Urologists.*

**c. Secretary**

Secretary shall be elected for a period of two years. He will hold the Office from the day following termination of Annual General Body Meeting at which he is elected to the termination of the Second Annual meeting.

**d. Treasurer**

Treasurer shall be elected for a period of two years. He/ will hold the Office from the day following termination of Annual General Body Meeting at which he is elected to the termination of the second annual meeting.

*d1 (Amendment, 2013). The Treasurer shall be elected from members of ASU from any constituent State of ASU.*

**e. No officer of the Association shall be eligible for re-election for the same post.**

**11. DUTIES OF THE OFFICERS**

- a. President shall preside over all the meetings of the Association.
- b. The Vice President shall perform all duties of the President in his absence or at his request. The Vice President shall have such other powers and functions as may be assigned by the Council.
- c. The Secretary shall look after the day to day affairs of the Association under the directions of the Council. He shall be responsible:
  - i. For summoning all meetings of the Association
  - ii. For preparing the agendas and keeping minutes of the proceedings
  - iii. For all files, documents, books and other papers of the Association
  - iv. For maintaining a register of members.
  - v. For formulating the annual report to be presented to the Council and Annual General Body Meeting
- d. The Treasurer shall be responsible for receiving all subscriptions and other dues from the members, for paying all bills and for preparing an audited Statement of accounts and Balance Sheet annually to the Council and General Body Meeting. He shall keep true and accurate records of all financial transactions of the Association. On request from the Secretary he shall pay authorized bills of the Association. He shall be responsible for notifying all members regarding their dues to the Association.

**12. COUNCIL**

The Council of the Association shall consist of

- a. Office bearers elected as per rule 10, two immediate past Presidents, and 4 members elected in the Annual General Body Meeting from the list of suggested nominations submitted representing each State of South India.

*a1. (Amendment, 2005) Office bearers elected as per rule 10, immediate past President and immediate past Secretary and 4 Members elected in the Annual General*



*Body Meeting from the list of suggested nominations submitted representing each State of South India.*

*a2. (Amendment, 2013) Office bearers elected as per rule 10, immediate past President, immediate past Secretary and the Presidents of the member State Associations of the ASU.*

- b. No member of the Association shall be eligible for election as member of the Council unless he has completed 2 years as a member of the Association at the time of election.
- c. The Council members shall be elected for a period of 3 years.  
*c1. (Amendment, 2013) The Council members shall be elected for a period of 2 years*

### **13. DUTIES OF THE COUNCIL**

- a. The Council shall constitute the executive authority of the Association in all scientific, business and financial activities.
- b. The Council shall be responsible for arrangements for the business and scientific parts of the Annual General Meeting.
- c. The Council shall have the powers to decide to convene such other scientific meetings besides the annual one as it deems desirable.
- d. The Council shall have the powers to invest money of the Association with due regard for all existing laws.
- e. The Council shall meet at least twice a year.
- f. The Council shall have powers to appoint any sub committee for any special purpose or any aspect of functioning.
- g. Such sub committee shall be under the direction of the Council and the report of such sub committee shall be incorporated in the report of the Council & submitted to the Annual Meeting.
- h. *(Amendment, 2000). If a duly elected Council Member fails to attend two consecutive Executive Council meetings in a year (the Mid Term and the Annual), he should forfeit his post and a member be elected again by the Executive Council/GB.*

### **14. ANNUAL GENERAL MEETINGS**

Annual General Meeting shall consist of two parts i.e., Business and Scientific, to be held during the II Saturday and Sunday of July every year.

The agenda for the Annual General Meeting shall be

- a. To receive the report of the Council.
- b. To receive the report of the Treasurer and the audited Statement of accounts and balance sheet.
- c. To approve new members of the Association as recommended by the Council.
- d. To elect office bearers and members of the Council.

- e. To consider other business as the Council may determine.
- f. To consider any resolution or amendments to the rules submitted by members in accordance with rule.
- g. Quorum at Annual General Meeting shall be constituted by fifteen full members. If no quorum is formed the meeting is dissolved. Another meeting shall be called as per decision of the Council.
- h. Resolution: Any member desirous of moving a resolution at the Annual General Meeting shall notify the same in writing to the Secretary at least six weeks before the date of such meeting.

## 15. ELECTION

- a. Notification of nomination to various posts will be done by Secretary 3 months before Annual General Meeting. *a<sub>1</sub>. (Amendment, 2014). Notification of nomination to various posts will be done by Secretary 5 months before Annual General Meeting.*
- b. All nominations will be proposed and seconded by two full members of the Association with written consent of the candidate.
- c. All nominations shall reach the Secretary not later than 8 weeks before the date of Annual General Meetings. *c<sub>1</sub>. (Amendment, 2014). All nominations shall reach the Secretary not later than 12 weeks before the date of Annual General Meeting.*
- d. After scrutinizing the nominations the final list of nominations will be circulated by the Secretary to the full members of the Association 4 weeks before Annual General Meetings. *d<sub>1</sub>. (Amendment, 2014). After scrutinizing the nomination the final list of nomination will be circulated by the Secretary to the full members of the Association 6 weeks before Annual General Meeting.*
- e. Canvassing of any sort for the election of office bearers and Council members is not permitted.
- f. The election shall be held by secret ballot at the time of Annual General Meeting. *f<sub>1</sub>. (Amendment, 2014) The election shall be held by electronic voting online two weeks prior to the AGM and also during the annual Conference on the day of the AGM for members who have not voted during the online voting process.*

*The results would be declared by the Returning Officer (President Elect) only after both the online and on site voting is completed. The results have to be ratified by the AGM after announcement by the Returning Officer*

- g. For any casual vacancy that may occur, the Council shall be empowered to appoint a successor who shall hold office till Annual General Meeting.

## 16. DISSOLUTION

Any number not less than three-fifth of the members of Association may determine that the Association shall be dissolved and there upon it shall be dissolved forthwith, or at the time

then agreed upon, and all necessary steps shall be taken for the disposal and settlement of property of the Association, its claims and liabilities. If upon dissolution of Association or termination shall remain after discharge of all debts and liabilities any property or funds whatsoever they shall be given or transferred to an Institution or Institutions having similar objectives as the Association which shall be determined by the votes not less than three fifth of the members of the group at the meeting at the time of dissolution.

## **17. AMENDMENTS TO RULES**

Notice to any proposal to repeal, amend or add to the existing rules shall be forwarded to the Secretary in writing not later than six weeks before the date of Annual General Meeting. All the amendments to rules suggested by the member or by the Council shall be circulated to the members by the Secretary at least two weeks before the meeting. The proposal shall appear on the agenda of the meeting in the form of resolution duly proposed and seconded. No proposal shall be considered as passed unless it is carried by a majority of at least three fifth of the members present by voting.

## **18. Amendments, 2008**

- a. *The activities of the Association would be purely charitable in nature and not motivated for profit.*
- b. *The funds of the Institution would be utilized only towards the objects and no portion of it would be distributed in any manner to the trustees or persons defined in section 13(1) of the Income Tax Act, 1961.*
- c. *The benefit of objective would be available to the general public irrespective of caste, creed, religion or sex.*
- d. *Not more than 5% of the income of the Association would be applied for any religious purposes or given to religious Institutions.*

## **CLARIFICATION**

“Qualified Urologists” are those having recognized degree in Urology, obtained from India, USA, UK, Australia, New Zealand and Canada

## **NEWLY ADOPTED AMENDED CONSTITUTION, 2020**

### **1. TITLE**

The name of the Association shall be "THE ASSOCIATION OF SOUTHERN UROLOGISTS" hereafter referred to as "The Association".

### **2. REGISTERED OFFICE**

The Council of the Association shall determine the location of the office of the Association from time to time.

### **3. OBJECTIVES**

- a. To promote high standards in the practice of Urology
- b. To associate together under one Association all scientific personnel actively interested in practice of Urology in the States of South India, namely Tamil Nadu, Kerala, Karnataka, Andhra Pradesh, Telangana and Union Territories of Lakshadweep islands and Puducherry.
- c. To foster high and uniform standards of postgraduate training in Urology.
- d. To promote research in Urology and other related disciplines for the purpose of improving the practice of Urology.
- e. To promote, establish or support any Institution, scientific Association or research organization which is engaged in raising the standards of Urological practice or teaching or research in Urology in South India.
- f. To promote publication of scientific literature pertaining to Urological practice or research.
- g. To endeavour to establish and maintain liaison with other Associations or organized bodies, in India or abroad, whose objects are keeping with those of Association.
- h. To carry out any other activities which are identical or conducive to the furtherance of the objectives of the Association.
- i. To represent the interests of the members in the affairs of the Urological Society of India and to serve as the South zone affiliate of the same.
- j. All activities of the Association shall be charitable in nature and not motivated by profit.
- k. The benefit of objectives would be available to the general public irrespective of caste, creed, religion or sex.
- l. In the event of any reorganisation of the above States & Union Territories in accordance with law, the newly created entities shall also be included provided the Urologists therein form a registered body of their own.

### **4. MEMBERSHIP**

There shall be following categories of members.



## **A. Full Members**

- i. Full Members shall be qualified Urologists engaged in active practice of Urology in South India, and whose Urological qualifications have been registered with the State Medical Council of one of the States in the jurisdiction of the Association of Southern Urologists.
- ii. Their membership shall commence after they have paid the membership fee stipulated from time to time, and after the General Body of the Association has approved their full-member status at the Annual General Body meeting.
- iii. Their membership shall be for life, unless the General Body of the Association, following due process for the same, has terminated the same.

Note: Full Members who transfer their medical Council registration to any State other than those Stated in No. 2B above, or outside the territory of India shall be placed in the category of “Affiliate Members”; in the event of their returning to practice in any of the States of South India, they shall be reverted to “Full Member” status on submitting proof of their return. Their status as “Full Members” in such a case shall become effective from the first day of the month succeeding the one in which the application is made, proof submitted, and the application is found to be in order by the Executive Council.

## **B. Associate Members**

- i. Associate Members shall be Postgraduate residents registered for the M.Ch or DNB course in Urology, *or*.
- ii. Non-postgraduate residents working in the Urology department of an Institution recognized for the M.Ch or DNB course in Urology provided they possess postgraduate qualifications meeting eligibility criteria for enrolment into the DNB or M.Ch courses in Urology.
- iii. Their membership shall commence after they have paid the membership fee stipulated from time to time, at the conclusion of the Annual General Body Meeting at which their membership has been approved.
- iv. Their membership shall be for life, unless the General Body of the Association, following due process for the same, has terminated the same *or* their status has been changed to “Full Member” on their speciality qualifications in Urology being duly registered in one of the State Medical Councils in the States of South India, or to “Affiliate Member” following the prescribed procedure for such change.

## **C. Affiliate Members**

- i. Affiliate Members shall be Specialists qualified in the modern system of Medicine who are registered with the Indian Medical Council or one of the State Medical Councils in the territory of functioning of the Association, engaged in the practice of a speciality other than Urology but having a keen interest pursuing common interests in Urology (for e.g. Radiologists, Pathologists, Microbiologists, etc.), or

- ii. Scientists with Ph.D. in any field of Science or a degree in engineering who are actively engaged in applied aspects of their disciplines with relevance to the study and practice of Urology.
- iii. They shall formally apply for the Affiliate Membership of the Association following due procedure laid down from time to time.
- iv. Their applications shall be scrutinised by the Council and presented to the General Body if found in order.
- v. The General Body alone shall be competent to approve such applications for Affiliate Membership.
- vi. On such approval being granted, the Secretary shall convey such approval to them in writing.
- vii. Their membership fee shall be the same as for Full Members, and the membership shall be for life, or until they have terminated their membership on their own or the General Body of the Association has terminated the membership following procedure laid down for the same.
- viii. Their membership shall commence after they have paid the membership fee stipulated from time to time and after the conclusion of the Annual General Body Meeting at which their membership was approved
- ix. They may be qualified Urologists engaged in active practice of Urology in areas other than South India

## **5. RIGHTS OF MEMBERS**

### **A. Full Members**

- i. They shall have the right to participate in the scientific deliberations of the Association, and present papers, posters or videos at the same provided such papers, posters or videos have been selected following the process laid down for the same.
- ii. They shall have the right to attend the General Body meetings of the Association and take part in the deliberations at the same.
- iii. They shall have the right to participate in the selection process for fellowships, prizes, awards and other honours for which they are eligible. iv. They shall have the right to submit contributions to the newsletter, website and publications of the Association subject to editorial judgement on the matter submitted.
- v. They shall have the right to exercise their vote on matters put to vote at the General Body meetings.
- vi. They shall have the right to vote at the election of office bearers of the Association.
- vii. They shall have the right to contest for offices of the Association, on fulfilling the required criteria for eligibility.

- viii. They shall have the right to be nominated or elected for any of the offices of the Association, or to any committees or sub-committees of the Association, as per the procedure laid down for the same.

#### **B. Associate Members**

- i. They shall have the right to participate in the scientific deliberations of the Association, and present papers, posters or videos at the same provided such papers, posters or videos have been selected following the process laid down for the same.
- ii. They shall have the right to participate in the selection process for fellowships, prizes, awards and other honours for which they are eligible.
- iii. They shall have the right to submit contributions to the newsletter, website and publications of the Association subject to editorial judgement on the matter submitted.
- iv. They shall not have the right to contest for any office, attend the General Body meeting or vote at any of the meetings of the Association.
- v. They shall not have the right to be nominated/co-opted for any of the offices of ASU or any committee or sub-committees of the ASU as per the procedure laid down for the same.

#### **C. Affiliate Members**

- i. They shall have the right to participate in the scientific deliberations of the Association, and present papers, posters or videos at the same provided such papers, posters or videos have been selected following the process laid down for the same.
- ii. They shall be eligible to participate in any quiz, contest or award competition conducted specifically for, or open to, the category of Affiliate Members.
- iii. They shall have the right to submit contributions to the newsletter, website and publications of the Association subject to editorial judgement on the matter submitted.
- iv. They shall not have the right to contest for any office, attend the General Body meeting or vote at any of the meetings of the Association.
- v. They shall not have the right to be nominated/co-opted for any of the offices of ASU or any committee or sub-committees of the ASU as per the procedure laid down for the same.

Members who have applied for membership in any category shall be admitted by the council of the ASU after verifying their application. The members will avail the benefit of ASU members except voting which could only be done after their full membership is ratified by the general body meeting.

#### **6. CESSATION OF MEMBERSHIP**

- A. A member, in any category, may resign from membership at any time by serving a notice in writing to the Secretary. Such resignation shall not relieve the member from the responsibility of paying any dues or amounts outstanding to the Association prior to cessation of membership.

- B. The resignation will be deemed to be effective from the date recorded on such written communication, if accepted.
- C. The Membership may also be terminated, after initial acceptance and approval by the General Body, if it is found that material facts pertaining to eligibility for membership supplied in the application were incorrect, whenever such inaccuracy comes, or is brought, to the notice of the Council. Such a step shall be taken after the member concerned has been given reasonable opportunity to produce original documents to support his claim to membership.
- D. The Council may similarly change the membership category of a member from full to associate, full to affiliate or associate to affiliate for the reason in 6(c) above.
- E. The Council may terminate the membership of any member in the following circumstances:
  - i. A member has been found guilty of professional misconduct by the Indian Medical, or any State Medical Council resulting in the member being struck off the rolls of the Council.
  - ii. A member is found guilty of conduct that brings to serious and lasting disrepute to the Association, its office bearers or other members, provided that such a member has been given reasonable opportunity to present his case to the Council, and provided that in case of termination of membership, the latter is confirmed at the Annual General Body Meeting by two third majority of members present.
  - iii. The membership will cease from the time of conclusion of the Annual General Body meeting at which such action has been approved by the General Body.

## **7. SUSPENSION FROM MEMBERSHIP**

- A. A member may be suspended from membership if the Council has prepared a recommendation for termination of membership to be presented to the General Body; such suspension shall commence from the date of the Council meeting at which the recommendation for termination was approved by the Council; the Secretary shall convey such a decision in writing to the member concerned.
- B. A member may be suspended for a Stated period as a penalty for professional or personal misconduct which is less serious than the misconduct referred to in 5(c) (ii), but which has resulted in loss of reputation to the Association, its office bearers or any member; such suspension shall come into force after approval by the General Body at the annual General Body meeting.
- C. The period of such suspension shall be as recommended by the Council and approved by the General Body.
- D. A member may also be suspended if he or she has been suspended from the register of Medical Practitioners by the Indian Medical Council, or State Medical Council. In



such an event, the suspension shall be from the date of suspension from the Medical Register and shall be contemporaneous with the duration of suspension from the register. Suspension under these circumstances shall not require a separate ratification from the General Body.

## **8. APPLICATION FOR FRESH MEMBERSHIP AFTER EARLIER CESSATION**

- A. A past-member whose membership was terminated under 5(c) above may apply for membership at a later date; such an application shall be made in the manner prescribed at that time, and shall be processed as laid down in the procedure for approval of new membership.
- B. A past member whose membership was terminated under 5(c) above may apply in similar manner provided the member expresses regret, deficiencies that led to the earlier termination have been corrected and documentary proof of the same is submitted; the Council shall process such an application in the same manner as for approval of new membership and present the same to the General Body for approval as per procedure.
- C. The Council shall have the right to reject such applications if it is not satisfied that all the earlier deficiencies have been remedied, and shall intimate the General Body about the same.
- D. All other stipulations pertaining to fresh membership, including the payment of membership fees, shall apply.

## **9. SUBSCRIPTION**

- A. The membership subscription shall be determined by the Council and approved by the General Body. At the present time the subscription shall be Rs. 5000/- (Rupees five thousand only).
- B. The subscription for all categories of membership shall be the same.
- C. The subscription shall be a one-time fee, and shall be non-refundable.
- D. The subscription may be paid in cash against due receipt, by cheque from authorised banks, or through inter-bank transfer to the account of the Association.
- E. Subscriptions shall be routed through the Treasurer in order to facilitate up-to-date book keeping.
- F. The subscription shall be submitted along with the application form for new membership in any category.

- G. The money received as membership subscription shall not be utilised for any expenditure but shall be deposited into the main corpus of the Association.
- H. The subscription shall be revised every three years to compensate for inflation and higher operational costs of the Association's activities after due approval by the General Body.
- I. No additional fee will be charged for conversation from Associated/ Affiliate membership to full membership. The application form for conversion with all details may be sent to Hon.Secretary with self attested copies of Urology qualification with the State Medical Council in South India.

#### **10. FINANCIAL YEAR**

The Financial year of the Association shall be from 1st April to 31st March.

#### **11. FUNDS & BANK ACCOUNT**

- A. The funds of the Association would be utilized only towards the objectives and no portion of it would be distributed in any manner to the trustees or persons defined in section 13(1) of the Income Tax Act, 1961.
- B. The accounts of the Association shall be in nationalised banks only.
- C. The funds of the Association shall be held in these accounts, or in approved government bonds & securities as mandated in the Income Tax Act as amended from time to time.
- D. The funds shall be utilised only for purposes approved by the General Body of the Association, and in accordance with the provisions of the Income Tax Act as amended from time to time.
- E. Not more than 5% of the income of the Association would be applied for any religious purposes or given to religious Institutions. Any such transactions would be only on the approval of the General Body .
- F. The Treasurer shall operate the bank accounts in the name of the Association. The Treasurer of the Association shall sign all cheques along with the secretary, ASU.

#### **12. OFFICERS OF THE ASSOCIATION**

- A. All officers of the Association shall be elected by the General Body at the Annual General Body meeting of the Association as per procedure laid down for the election of officebearers.
- B. No office Bearer of the Association shall be eligible for re-election for the same post for a second time.
- C. The following shall be deemed officers of the Association:
  - i. The President
  - ii. The President-elect
  - iii. The Secretary
  - iv. The Secretary -elect

- v. The Treasurer

### **13. TERM OF OFFICE OF OFFICERS OF THE ASSOCIATION**

#### **A. President**

- i. The person elected as President-elect for a given year shall automatically become the President for the following year.
- ii. The President will hold the Office for one year.
- iii. The President shall hold Office from the Valedictory Function/Ceremony of the annual Conference at which he is installed to the installation of the new President at the Valedictory Function/Ceremony of the succeeding annual Conference.
- iv. In the event of the incumbent President-elect being unwilling or unavailable to assume the office of President, the President shall be elected at the commencement of the Annual General Body meeting, and shall be installed in the Valedictory Function/Ceremony of the Conference; The President so elected shall hold office till handing over to the incoming President at the Valedictory Function/Ceremony of the Annual Scientific Meeting of the following year.

#### **B. President-Elect**

- i. To be eligible for election to this post, the member should have completed one full term as Council member, Secretary or Treasurer of the Association. Consequently, a member who is elected mid-term, or has demitted office without completing a full term, shall not be eligible to contest merely on the grounds of having completed a part of the term.
- ii. The president - elect shall be elected by a due election process conducted as per constitution or during the Annual general body meeting of the Association from among eligible members.
- iii. The President-elect shall hold office from the time of installation at the Valedictory Function/Ceremony of the Annual Scientific Meeting at which the election has taken place until installation as President at the Valedictory Function/Ceremony of the succeeding Annual Scientific Meeting.

#### **C. Secretary**

- i. The Secretary -elect shall automatically take over as the Secretary on the completion of the term of the incumbent Secretary .
- ii. The Secretary shall hold office for a period of two years.
- iii. The Secretary 's term shall commence from the time of installation at the Valedictory Function/Ceremony of the Annual Scientific Meeting, after completing the term of Secretary -elect, and shall conclude on



installation of the next Secretary at the Valedictory Function/Ceremony of the Annual Scientific Meeting at which the new Secretary has assumed office

#### **D. Secretary -Elect**

- i. To be eligible for election to this post, the member should have completed one full term as Council Member/Treasurer
- ii. The secretary-elect shall be elected by a due election process conducted as per constitution or during the Annual general body meeting of the Association from among eligible members
- iii. The Secretary -elect shall hold office for a period of two years.
- iv. The Secretary-Elect's term shall commence from the date of the Valedictory Function/Ceremony of the Annual Scientific Meeting at which the election has taken place.
- v. The Secretary -elect shall automatically take over as the Secretary on the completion of the term of the incumbent Secretary .
- vi. In the event of the incumbent Secretary -elect being unwilling or unavailable to assume the office of Secretary, the Secretary shall be elected at the commencement of the Annual General Body meeting, and shall be installed in the Valedictory Function/Ceremony of the Conference; The Secretary so elected shall hold office till handing over to the incoming Secretary at the Valedictory Function/Ceremony of the Annual Scientific Meeting of the following year.

#### **E. Treasurer**

- i. To be eligible for election to this post, the member should have completed one full term as Council Member/Secretary
- ii. The Treasurer shall be elected at the Annual General Body meeting of the Association from among eligible members.
- iii. The Treasurer shall hold office for a period of two years.
- iv. The Treasurer's term shall commence from the time of installation at the Valedictory Function/Ceremony of the Annual General Body meeting at which the election has taken place and shall conclude on installation of the next Treasurer at the Valedictory Function/Ceremony of the Annual General meeting at which the new Treasurer has been elected.

### **14. DUTIES OF THE OFFICERS**

#### **A. President**

- i. The President shall preside over all official events of the Association
- ii. The President shall chair meetings of the Executive Council of the Association.



- iii. The President shall preside over and conduct the Annual General Body meetings and other General Body meetings of the Association.
- iv. The President shall represent the Association on the Council of the Urological Society of India during the term of office of the President.
- v. The President shall preside over any sub-committee constituted by the Executive Council for any purpose.

#### **B. President-Elect**

- i. The President-elect shall perform all duties of the President in the absence of the President or upon the request of the President.
- ii. The President-elect shall have such additional responsibilities as may be assigned by the Council or the President from time to time.

#### **C. Secretary**

The Secretary shall look after the day-to-day affairs of the Association under the directions of the Council. In addition, and specifically, the Secretary shall:

- i. Summon all meetings of the Association, the Council and Sub-committees (*if any*) on the advice of the President.
- ii. Prepare the agenda for such meetings in consultation with the President.
- iii. Record minutes of the deliberations and circulate them to the concerned members
- iv. Maintain and update all files, documents, registers, books and other records of the Association.
- v. Maintain an up-to-date register of members. Update membership database, update change of membership status (after due ratification by General Body) and ensure periodic publication of the Membership database.
- vi. Formulate the annual report to be presented to the Council and Annual General Body Meeting.
- vii. Prepare reports for statutory submissions and present them to the Council for approval prior to submission.
- viii. Correspond with various statutory bodies, Urological Society of India, State Associations, other professional Associations and such other entities as may be required in the discharge of the Secretary's responsibilities.
- ix. Prepare the list of Prize winners & Award winners for announcement at the appropriate events and meetings
- x. Prepare the citations to be presented to Orators & Faculty delivering named lectures.

- xi. Prepare the Schedule for all scientific meetings and events conducted by the Association including the scientific sessions of the Annual Conference and ASU-Prof.HSB Workshop.
- xii. Correspond with and guide the local Organizing Committees of meetings and Annual Conferences in order to ensure smooth and efficient conduct of the same.
- xiii. Prepare and circulate the Newsletter of the Association.
- xiv. Invite at appropriate time, applications for various prizes/awards, nominations for various posts like chairpersons, moderators, convenors etc and nominations for various office posts of ASU
- xv. Correspond with the invited faculties and guests for the Annual Conference and the Midterm workshop and inform them regarding their allotted scientific schedules and also inform the local organizers regarding their travel schedule to make necessary arrangements for accommodation and local transport.
- xvi. Maintain & update the Handbook of the Association with contents addressing all activities of the Association.
- xvii. Maintain, update and whenever required upgrade the website of the Association as per requirements of members and decisions of the General Body or Council.
- xviii. Work in co-ordination with the Treasurer to ensure that all statutory obligations of the Association to the regulatory authorities are discharged in time, and effectively.
- xix. Preparing the Financial budget and planning the conduct of charitable activities.
- xx. Filing of the Society documents annually to Registrar of societies for continuation of Registration within three months of the conclusion of Annual General Body Meeting
- xxi. Filing of Income Tax Returns through the Auditor
- xxii. Making arrangements for the conduct of elections to the various posts of ASU
- xxiii. Running ASU office during annual Conferences
- xxiv. Preparing and maintaining an archive of biographies, historical materials, photographs and such other artefacts so as to capture and perpetuate the history of the Association, its founding members, past office bearers and those who brought laurels to the Association through their academic and professional achievements.

#### **D. Secretary-Elect**

- i. The Secretary -elect shall assist the Secretary in all functions of the Secretary.

- ii. The Secretary -elect shall stand-in for the Secretary during the latter's absence for any reason.
- iii. The Secretary - elect will co ordinate with the Scientific Committee in Organising ASU - Prof. ASU Midterm workshop and with the ASU Council members in organizing the Council Member's program.
- iv. The Secretary- elect shall have such additional responsibilities as may be assigned by the President/ Secretary/ Council from time to time.

#### **E. Treasurer**

The Treasurer shall

- i. Receive all subscriptions and other dues from the members.
- ii. Make payments for all approved expenditure on receiving communication about them from the Secretary , obtain receipts for the same and keep the book of accounts updated promptly.
- iii. Prepare and present an interim summary of accounts at the meetings of the Council
- iv. Prepare the Annual Financial report consisting of the Balance Sheet, Profit & Loss Statement and a Summary of accounts in conjunction with the approved auditor and obtaining the auditor's certification for the same.
- v. Present the audited Financial report to the Council, and obtaining its approval for presentation of the same to the General Body
- vi. Present the audited Financial Report to the General Body and addressing queries and providing clarifications to members.
- vii. Keep true and accurate records of all financial transactions of the Association.
- viii. Notify members & sponsors of dues in a timely manner and collect the outstanding dues from them.
- ix. Represent the Association along with the approved auditor at any statutory inquiries pertaining to the finances of the Association.
- x. Advise the Council in judicious use of its finances in order to ensure compliance with statutory obligations and optimise their utilisation to further the activities of the Association.

#### **15. EXECUTIVE COUNCIL (referred to as "Council" for simplicity)**

The Council shall assist the officers of the Association in the conduct of the affairs of the Association. The General Body of members shall determine the composition of the Council from time to time. At the present time the General Body has determined that the Council shall comprise of the following members:

##### **A. Members of the Council**

- i. The President
- ii. The President-elect
- iii. The Secretary
- iv. The Secretary -elect
- v. The Treasurer

- vi. The Immediate Past-President
- vii. One member from each of the State units under the jurisdiction of the Association, duly elected by the General Body of ASU, provided such a member has been a full member of the Association of Southern Urologists for a period of at least five calendar years. They will hold the office for two years from the time of installation at the Valedictory Function/Ceremony of the Annual General Body Meeting at which the election has taken place and shall conclude on installation of the next Council Member at the Valedictory Function/Ceremony of the Annual General meeting at which the new Council Member has been elected
- viii. The Presidents of the State units under the jurisdiction of the Association, for a period contemporaneous with their term of office, shall be “exofficio” members

#### **B. Responsibilities of the Council**

- i. The Council shall constitute the executive authority of the Association
- ii. The Council shall determine and plan scientific, business and financial activities as mandated by the General Body of members.
- iii. The Council shall meet to deliberate on activities of the Association and any other matter requiring executive consideration
- iv. The Council shall meet at least once in every quarter of the calendar year.
- v. The Council shall mandatorily meet immediately prior to the Annual General Body meeting to approve the agenda for the Annual General Body meeting, and to approve the audited financial Statement for presentation to the General Body
- vi. The Council shall be responsible for arrangements for the business and scientific parts of the Annual General Meeting.
- vii. The Council shall be responsible for the investment of monies of the Association with due regard to legal stipulations regarding such investments, and in accordance with the expressed wish of the General Body regarding the same.
- viii. The Council may appoint sub committees for specific tasks requiring exclusive attention or specific expertise.
- ix. The Council may appoint members to the sub-committee from amongst themselves, or from the general membership of the Association; however, anybody who is not a Full Member of the Association may only participate in such a sub-committee as an invitee, and shall have no role in decision making.
- x. Such a sub-committee shall work under the direction of the Council.
- xi. The work allocated to such a committee shall be completed in a timebound framework, and a written report submitted to the full Council for discussion and approval.

- xii. Such sub-committee reports shall be incorporated in the annual report of the Association after approval by the Council, and presented at the Annual General Body meeting.
- xiii. If a duly elected Council Member fails to attend two consecutive Executive Council meetings in a year, he/she shall voluntarily relinquish the post. The same shall be conveyed in writing to the President within a fortnight of the previous council meeting. A member who has voluntarily relinquished the council post in such a manner shall be eligible to contest again for the same later.
- xiv. In the event such a member does not voluntarily relinquish the post as in (xiii) above, such a member shall forfeit his/her post. Such forfeiture shall be effected automatically, and shall be conveyed to the member in writing by the President of the Association.
- xv. A member who forfeits the council membership in such a manner shall not be eligible to contest for council membership for a period of three years
- xvi. The post vacated as per (xiii) or (xiv) above shall be filled by nominations from the Executive Councils of the respective State as per procedure in 15(d)(i) below, and such a nominated member shall hold office until elections are held for a new member at the succeeding Annual General Body Meeting. A member nominated as above shall enjoy all the privileges of council membership until the election of the regular member.

#### **C. Deliberations & Decision Making at Meetings of the Council & Sub-committees**

- i. All meetings shall be conducted according to the agenda prepared and circulated to members in advance.
- ii. Matters on the agenda shall be deliberated first and decisions taken before matters not on the agenda but requiring discussion are taken up with the permission of the Chairperson.
- iii. Decisions shall be taken by a consensus as far as possible.
- iv. If a consensus is not forthcoming on any matter, the Chairperson shall put the matter to vote, and record the number of members voting for and against the matter, without mentioning names; in such voting the decision of a simple majority shall be final.
- v. In the case of a tie, the Chairperson of the meeting shall have a “Casting vote” which shall determine the outcome of the voting; the “casting vote” shall not be used to alter any decision already arrived at by a majority vote.
- vi. The decisions taken at Council meetings shall be recorded and signed by the Chairperson at the end of the meeting, and incorporated in the minutes of the meeting by the Secretary



- vii. The Secretary shall circulate the minutes within seven working days of the conclusion of these meetings for comments & amendments from members.
- viii. If no comments are received within one week from the date of circulation of minutes, the minutes shall be deemed to have been passed and shall be duly incorporated in the permanent records.
- ix. All communications pertaining to the meetings of the Council, the agenda for meetings, the minutes of meetings and any other matters under the consideration of the Council shall be sent to members in the electronic format to their E-mail addresses recorded by members in the official register or directory of the Association.
- x. Members shall, in turn, transmit all communications from their side in similar electronic format.

#### **D. Cessation of Membership of Council and Replacement of Vacancies**

- i. A non-officer member of the Council elected by the General Body is normally expected to complete the full term of membership; in the event of any member being unable to do so, the same shall be conveyed in writing to the Secretary
- ii. The Secretary shall communicate the same to the Secretary of the respective State, with a request for the State unit to send a new member as replacement; the concerned State unit shall adopt an official resolution naming a fresh member who meets the criteria of eligibility for Council membership, and send a copy of the resolution duly signed by the President & Secretary of the State unit.
- iii. The suggested name shall be circulated to the members of the ASU Council after the Secretary has ascertained that the proposed alternate member is eligible to serve in the Council.
- iv. Such an alternate member shall serve as a member of the Council until the next Annual General Body meeting at which the General Body shall elect a new member to the Council from that State; the term of such an elected alternate/new member shall be a full term commencing from the date of the installation at the Valedictory Function/Ceremony at the end of the Annual Conference.
- v. If the vacancy arises less than 3 months from the date of the next Annual Conference, the vacancy shall only be filled as per procedure mentioned above, and no alternate member shall be co-opted or nominated.

## **16. ANNUAL GENERAL MEETING**

The Annual General Meeting shall comprise of two parts – a *Scientific meeting, to be referred to as the **Annual Conference*** and a *Business meeting, to be referred to as the **Annual General Body Meeting***.

### **A. The Annual Conference**

- i. The Annual Conference shall be held over two-and-a-half days over the second weekend in the month of July every year, except in unusual circumstances.
- ii. The scientific programme for the Conference shall be finalised by the Council, and the Secretary shall be responsible for the conduct of the same.
- iii. The format of the scientific programme, including the fixed sessions, shall be available on the website of the Association in the form of E-book that can be downloaded by members.
- iv. The protocol for the scientific programme, the Inaugural ceremony, fixed sessions and the Valedictory Function/Ceremony shall be available on the website of the Association in the form of E-Hand Book that can be downloaded by members.

### **B. The Annual General Body Meeting**

The Annual General Body Meeting shall be the annual business meeting of the Association.

#### **1) Date & Venue**

The Annual General Body meeting shall be held on the penultimate day of the Annual Conference, at the conclusion of the scientific sessions on that day.

#### **2) Notice of the Meeting**

The Secretary shall send notice of the meeting indicating time, venue and agenda at least four weeks in advance of the date of the meeting. The notice shall be sent electronically to the registered E-mail address of all members as registered in the official records/members directory.

#### **3) Agenda for the Meeting**

The Secretary shall circulate the agenda for the meeting along with the notice of the meeting. The meeting shall mandatorily take up the following matters:

- i. Approval of the minutes of the previous Annual General Body meeting
- ii. Discussion of the report of the Council presented by the Secretary and its adoption
- iii. Discussion of the financial report presented by the Treasurer and its adoption.
- iv. A. Approval of the Audited Financial Statement and Accounts of the preceding financial year.  
B. Approval of Appointment/ Reappointment of the Auditor for ASU.
- v. Approval of list of new members recommended by the Council

- vi. Announcement of results of the elections for the incoming office-bearers of the Association
- vii. Approval of venue for various forthcoming academic events and future Conferences
- viii. Approval of orators, and Faculty for named lectures of the Association at the next Conference
- ix. Approval to convenors for respective academic sessions at the next Conference
- x. Discussion on duly presented Constitution amendments, if any, and approval of the same following due procedure
- xi. To discuss any resolution placed by the Council or moved by individual members following due procedure.
- xii. Discussion of any other matter brought up for discussion with the permission of the Chair

#### **4) Quorum**

15 Full members shall constitute the Quorum for the meeting. If the required number is not present in the hall at the designated time, the President shall adjourn the meeting for 30 minutes and reconvene the same as Adjourned General Body Meeting. The members present at the reconvened session shall be deemed to form the quorum for proceedings to be conducted.

#### **5) Presenting Resolutions for Adoption at the Annual General Body Meeting**

- i Members wishing to bring resolutions for discussion to the meeting may do so by sending the full resolution duly seconded by another member to the Secretary at least six weeks before the date of the Annual General Body meeting.
- ii The Secretary shall circulate the resolutions to all members at least 4 weeks prior to the General Body Meeting.
- iii The resolution will be considered first by the Council, before presenting in the General Body Meeting.
- iv The Secretary will then place the same before the General Body along with the recommendations of the Council.
- v The President will put the resolution to vote in case no consensus is reached on the resolution after sufficient discussion.

### **17. VOTING ON RESOLUTIONS & PROPOSALS AT THE GENERAL BODY MEETINGS**

- A.** Voting on matters at the General Body meetings shall ordinarily be by voice vote.
- B.** In the event of disagreement about the outcome of the voice vote, the President shall call for votes by a show of hands, or a physical count taken after the members take sides on either side of an aisle to represent the group of “Ayes” and the group of “Nays” distinctly.

- C. The President shall not normally cast a vote, and shall use the casting vote only to resolve a deadlock or tie on numbers.

## 18. ELECTIONS TO THE OFFICES AND COUNCIL OF THE ASSOCIATION

Elections will be held during the Annual General Meeting. The Secretary shall circulate the list of vacant posts and call for nominations at least five months prior to the date of the Annual General Meeting.

### A. Nominations

- i. Nominations shall be submitted in the prescribed format circulated on behalf of the Association by the Secretary.
- ii. Each nomination must be proposed by two Full Members in good standing, and seconded by another two Full Members in good standing.
- iii. The candidate shall be solely responsible for any infirmity or accuracy in the details furnished in the nomination form.
- iv. The mandatory declaration form duly signed by the candidate must accompany nominations.
- v. Nominations must reach the Secretary before 5 p.m. on the last date for filing nominations as announced in the election notice.
- vi. Nominations shall close twelve weeks before the date of commencement of the Annual General meeting; any nominations received after that time shall not be accepted.
- vii. Nomination forms that are incomplete in any respect shall be rejected after scrutiny.
- viii. Nominations ***not submitted in the prescribed form*** shall be rejected.
- ix. No change in deadline dates shall be permitted even when the delay in the nomination form reaching the Returning Officer due to postal delays, poor courier delivery service or *force majeure* events. A candidate is expected to take all these possibilities into consideration and ensure that the nomination form is despatched well in time.
- x. A member can contest only for one post at a time.
- xi. A member can propose or second only one name per post.
- xii. A member contesting for a post may propose or second another member for any post other than the one being contested by the proposing/seconding member.

### B. Returning Officer, Scrutiny of Nominations, Withdrawal of Candidature & Conduct of elections

- i. One of the Past Presidents of the Association in good standing, nominated by the Executive Council, shall be the Returning Officer for the elections.

- ii. All nominations for various posts shall be sent directly to the returning officer.
- iii. The Scrutiny of nominations shall take place within 48 hours of the time for closure of nominations.
- iv. The Returning Officer shall scrutinise the nomination papers, verify the accuracy of the information provided in respect of the membership status of the candidate, the proposer and the seconder, and then accept all papers that are in order.
- v. The Returning Officer shall reject any incomplete, inaccurate or inappropriate nomination. This rejection shall be conveyed ***after scrutiny of all nomination forms*** to the candidate by the Returning Officer in writing, along with the reasons for the rejection.
- vi. The Returning Officer is not authorised to communicate any infirmity or error in the nomination papers to a candidate under any circumstances. It is expected that candidates shall have exercised all care while submitting their nomination forms, and shall bear the responsibility for any infirmity or error in their forms.
- vii. No plea for rectification of any infirmity or error shall be entertained ***after last date for submission of nominations***.
- viii. The Returning Officer shall convey to the Secretary the list of valid nominations within one week after the last date for the submission of nominations.
- ix. After (vii) above, the Secretary shall publish a list of candidates whose nominations have been found to be in order, within one week from the date on which he gets communication from the Returning Officer
- x. Candidates who have submitted valid nominations but wish to withdraw from the contest may do so ***in writing*** to the Returning Officer, conveying their decision to withdraw from the contest.
- xi. This shall be done before 5.00 p.m. on a working day ***at least two weeks*** before the date of the elections.
- xii. The Returning Officer shall ***immediately*** inform the Secretary of such withdrawal, and follow it up with a written communication within ***24 hours***.
- xiii. The Secretary shall circulate the **Final list** of candidates, and the post they are contesting for, to members, two working days from the last date of withdrawal of nominations
- xiv. The Returning Officer may utilise the assistance of senior members of the Association, who are not candidates and have no personal interest in any candidate, whenever it is necessary for the smooth and efficient conduct of the election process.
- xv. Each contestant may nominate, in writing, **ONE** full member of the Association to be his/her representative to oversee the process of polling & counting on his/her behalf. Such a nomination shall be made at least



**twentyfour** hours before the time notified for commencement of the elections.

### **C. Canvassing**

- i. Canvassing through circulation of pamphlets, display of posters, shouting of slogans, circulation of mass E-mails through mass-mailing services, circulation of bulk SMS messages, circulation of bulk WhatsApp or other messaging applications (*like Telegram, Textra, MySMS, Viber, etc.*), and on social networks like Facebook & Twitter is prohibited. Engaging in soliciting votes through any of the above platforms shall disqualify a contestant.
- ii. Cognisance of canvassing may be taken *suo motu* by the Returning Officer or on a specific complaint lodged by any member of the Association. iii. The principles of natural justice shall be applied in considering disqualification, and the Council shall ratify the disqualification before it is applied.
- iv. In case of any member attracting such disqualification, and the same being ratified by the Council, the disqualification shall be personally conveyed to the candidate by the Returning Officer and the Secretary through appropriate communication.

### **D. Retirement from Contest**

No retirement will be permitted after the final list of candidates has been published.

### **E. Ballot**

- i. The ballots may be electronic or physical depending on the decision of the Council and availability of facilities for electronic voting at the venue of the Conference, connectivity, etc.
- ii. In the case of physical ballot, the official ballot paper shall be prepared by the Returning Officer, checked for accuracy and bear his signature and seal.
- iii. Ballots shall not be numbered or carry any other information that may provide for traceability of the voter.
- iv. The procedure for electronic voting may be decided by the Council and preferably include on-site and off-site facilities

### **F. Casting of Vote**

- i. In the case of electronic ballots, votes shall be cast in the manner indicated in the procedure for voting.
- ii. Details of the procedure for electronic voting shall be available on the website of the Association for members to refer to, and download if necessary.
- iii. In the case of physical ballot, the Returning Officer with the help of members of the Council shall prepare booths that provide privacy and ballot boxes that are sealed in the presence of the candidates.

- iv. A sufficient number of booths and ballot boxes shall be provided to facilitate smooth voting.
- v. One Council member from each of the States shall be seated at a table with the list of eligible voters.
- vi. Voting shall commence at the time fixed for commencement of the voting process, and cease exactly at the time announced for conclusion of the voting process.
- vii. Voters shall present themselves to their respective State representatives who shall verify their membership status, and obtain their signatures on the list of voters.
- viii. A suitable mark shall be made on a pre-determined finger over the nail bed, and the ballot paper handed over to the voter.
- ix. The voter shall mark the choice (s) in the privacy of the booths, and carry the folded paper to the ballot boxes and drop it into the box.
- x. Only one choice shall be marked for each post.
- xi. If more than one choice has been marked for any post, the vote cast for that post shall be considered invalid.
- xii. When the time announced for the closing of voting is reached, no further verification of voters shall be carried out; however, those voters who have finished the verification process and are waiting to receive the ballot paper shall be allowed to complete the process of casting their vote.
- xiii. In matters of the time for commencement of voting and conclusion of voting the decision of the Returning Officer shall be final and binding.

#### **G. Counting of Votes**

- i. In the case of electronic voting, counting of votes and tabulation of results shall be done as soon as the time for voting is completed, and the end of polling time announced by the Returning Officer.
- ii. In the case of physical ballots, counting of votes shall begin as soon as the polling area is cleared of voters and unconnected individuals.
- iii. The ballot boxes will be opened in the presence of the candidates, or their authorised representative duly nominated as per procedure prescribed earlier, and the ballot papers mixed into one lot.
- iv. No person other than the Returning Officer and designated members assisting the Returning Officer shall be present at the time of counting.
- v. The candidates may observe the counting from a reasonable distance without inconveniencing the counting party in any way.
- vi. The counting of votes shall proceed as a continuous process.
- vii. All counted votes shall carry a distinct mark to indicate they have been counted.

- viii. Invalid votes shall be separated after marking in order to facilitate recording the number of such votes.
- ix. Neither the Returning Officer nor the members of the counting team shall disclose the results, the number of votes polled by individual candidates or any other detail to anybody at any time after elections

#### **H. Announcement of Results**

- i. After obtaining the tally, the Returning Officer shall place all the ballot papers cast in a box, and seal the same in presence of the candidates or their duly nominated representatives to ensure sanctity and confidentiality of the election process.
- ii. The final tally of each candidate contesting for each of the posts shall be verified to the satisfaction of all members of the counting team and recorded. The Returning Officer shall obtain the signatures of the members participating in the counting on the final tally sheet.
- iii. The Returning officer shall convey the name of the successful candidate against each post in writing to the President for entering in the official records
- iv. The votes polled by the candidates shall not be disclosed in this written document handed over to the President
- v. The President may announce the list of elected candidates during the course of the General Body Meeting at the appropriate time, or may request the Returning Officer to announce the names of the elected candidates.

#### **I. Retention of Ballots Cast**

- i. In the case of electronic voting, the raw data shall be encrypted and retained on the server for a period of one month from the time of conclusion of the Annual General Meeting.
- ii. The database shall be securely deleted after this period on the receipt of permission from the Returning Officer to do so.
- iii. The ballot papers cast in the election shall remain in the custody of the Returning Officer in a sealed box for one week from the date of the General Body Meeting.
- iv. At the end of this period, the Returning Officer shall shred the ballot papers in order to avoid any leakage of the same.
- v. On completion of the shredding process, the Returning Officer shall convey information of the same having been completed in writing to the Secretary .

#### **J. Challenge to the Outcome of the elections & Recount of Ballots**

- i. Challenge to the results in the case of electronic voting shall not be maintained as the scope for human error in counting is non-existent.
- ii. Challenges will only be entertained in the case of physical ballots.

- iii. Any aggrieved candidate may challenge the results **in writing before 10 p.m.** on the day the results are announced.
- iv. If such a challenge is laid, the votes cast for the specific post that the challenger contested for shall be recounted in the same fashion as was done for the original counting but in the presence of all the candidates contested for that post, or their duly nominated representatives, in order to ensure transparency and finality.
- v. The Returning Officer shall obtain the signatures of all the candidates on the result sheet of the recount, and hand the same over to the Secretary .
- vi. The returning officer shall convey the outcome of this recount in writing to the President.
- vii. In the event the outcome of the election has changed after the recount, the President shall announce the new outcome prior to the commencement of the plenary sessions the next day.

#### **19. AMENDMENT TO THE RULES AND BYLAWS OF THE ASSOCIATION**

- A. Amendments to the rules and bylaws may be proposed either by the Council of the Association, or by individual members.
- B. Where the Council proposes such amendments, the proposal shall be accompanied by a resolution of the Council containing the precise wording of the proposed amendment, the Section, Clause & Sub-clause it is applicable to, the wording of the existing clause and the reasons for proposing the change.
- C. Where it is for insertion of a new rule, the Section or Section and Clause under which it is to be inserted must be indicated.
- D. Where an individual member proposes such amendments, the proposal shall be seconded by at least 5 other Full Members of the Association
- E. The proposal shall contain the precise wording of the proposed amendment, the Section, Clause & Sub-clause it is applicable to, the wording of the existing clause and the reasons for proposing the change.
- F. In either case, the amendment shall be submitted to the Secretary at least six weeks before the date of the Annual General Meeting.
- G. The Secretary shall circulate the same to all members at least four weeks prior to the date of the Annual General Meeting.
- H. The proposal shall be included in the Agenda of Annual General Meeting in the form of a Resolution duly proposed and seconded



- I. No alternate amendments shall be proposed in respect of the proposed amendment, except minor modifications to remove ambiguity or provide clarity.
- J. Amendments shall not be entertained at any time after the stipulated period.
- K. Amendments proposed shall be considered clause by clause.
- L. If there is consensus on the amendment, the same may be accepted as unanimously adopted.
- M. If no consensus is reached after a reasonable time for discussion, the President will put the amendment(s) to vote.
- N. For the amendment to be carried, not less than three-fourth of the Full members present should vote in favour of the amendment; in the event of the number turning out to be a fraction below the three-fourths figure, the nearest integer shall be determined by the casting vote of the President.

## **20. DISSOLUTION OF THE ASSOCIATION**

- A. A proposal for dissolution of the Association shall be brought through a resolution signed by not less than three-fourth of the Full members on the rolls of the society at the time the proposal is raised.
- B. The resolution shall be discussed at a General Body Meeting convened specially for this purpose.
- C. The resolution for dissolution shall be carried in the event of not less than three-fourth of the Full members present vote in favour of dissolution.
- D. Upon such a resolution being adopted, the Association shall stand dissolved forthwith, and a liquidator appointed to settle assets and liabilities.
- E. All steps shall be taken to discharge all verified claims and liabilities on the books of accounts of the Association.
- F. If residual assets remain after all liabilities have been discharged, they shall be transferred to an Institution or Institutions having similar objectives; the Institution(s) that the assets will go to shall also be determined (at the meeting that effects the dissolution) by not less than three-fourth of the Full members present.
- G. In all of these, the Association shall comply with the laws and regulations of the land in force at the time.



## **PROPOSED AGENDA FOR OFFICIAL MEETINGS OF ASU**

### **1. QUARTERLY COUNCIL MEETING OF ASU (November)**

1. Call to Order
2. Obituary
3. President's Opening Remarks
4. Confirmation of Minutes of Previous Council Meeting
5. Matters arising out of the Minutes
6. Introduction of duties & responsibilities of the Council ( alternate Year)
7. State Chapter Meetings
8. Letters Received from Members for Discussion
9. Any Other Matters

### **2. MIDTERM COUNCIL MEETING OF ASU (January-February)**

1. Call to Order
2. Obituary
3. President's Opening Remarks
4. Confirmation of Minutes of Previous Council Meeting
5. Matters arising out of the Minutes
6. Selection of Moderators/Convenors/Quiz Masters for next ANNUAL CONFERENCE OF ASSOCIATION OF SOUTHER UROLOGISTS (SZUSICON)
7. Allotment of Partial Financial Assistance for Educational/Charity Activities
8. Budget for Forthcoming Year
9. Academic Activities for Forthcoming Year
10. Finalisation of Academic Program for ANNUAL CONFERENCE OF ASSOCIATION OF SOUTHER UROLOGISTS (SZUSICON)
11. Report of Progress in the Arrangements of Next ANNUAL CONFERENCE OF ASSOCIATION OF SOUTHER UROLOGISTS (SZUSICON)
12. State Chapter Meetings
13. Letters Received from Members for Discussion
14. Any Other Matters

### **3. ANNUAL COUNCIL MEETING OF ASU (July-August)**

1. Call to Order
2. Obituary
3. President's Opening Remarks
4. Confirmation of Minutes of Previous Council Meeting
5. Matters arising out of the Minutes
6. Hon. Secretary's Annual Report
7. Hon. Treasurer's Annual Report
8. Information on Election of Office Bearers
9. Scrutiny of applications for Fellowships/Awards
10. Prof. H. S. Bhat Oration – Orator
11. Prof. P. B. Sivaraman Endowment Guest Lecture - Speaker
12. Khivraj Memorial Symposium – Topic & Convenor
13. Quizmaster – Uroquiz / Quiz O Mania
14. New Members, Change in Membership Status
15. Budget for Forthcoming Year
16. Academic Activities for Forthcoming Year including ASU-Prof.H.S.Bhat Mid Term Workshop
17. Finalisation of Accounts of the Previous ANNUAL CONFERENCE OF ASSOCIATION OF SOUTHER UROLOGISTS (SZUSICON)
18. Report of Progress in the Arrangements of Next ANNUAL CONFERENCE OF ASSOCIATION OF SOUTHER UROLOGISTS (SZUSICON)
19. Venue for ANNUAL CONFERENCE OF ASSOCIATION OF SOUTHER UROLOGISTS (SZUSICON) to be Held after the Next Annual Conference
20. Venue for USICON (if the turn comes to South Zone)
21. State Chapter Meetings
22. Letters Received from Members for Discussion
23. Constitutional Amendments
24. Any Other Matters
25. Acknowledgement of services of outgoing officers

#### **4. ANNUAL GENERAL BODY MEETING OF ASU (July - August)**

1. Call to Order
2. Obituary
3. President's Opening Remarks
4. Confirmation of Minutes of Previous Annual General Body Meeting
5. Hon. Secretary's Annual Report
6. Hon. Treasurer's Annual Report
7. Approval of the Audited financial report& accounts of the previous financial year
8. Approval of appointment/ reappointment of Auditors
9. Applications for Fellowships/Awards
10. Prof.H.S.Bhat Oration – Orator
11. Prof.P.B.Sivaraman Endowment Guest Lecture – Speaker
12. Khivraj Memorial symposium – Topic & Convenor
13. Quiz master : Uroquiz/ Quiz o Mania
14. New Members, Change in Membership Status
15. Budget for Forthcoming Year
16. Academic Activities for Forthcoming Year including ASU-Prof.H.S.Bhat Mid Term Workshop
17. Finalisation of Accounts of the Previous ANNUAL CONFERENCE OF ASSOCIATION OF SOUTHER UROLOGISTS (SZUSICON)
18. Report of Progress in the Arrangements of Next SZUSICON
19. Venue for Annual Conference of Association of Souther Urologists (SZUSICON) to be Held after the Next Annual Conference
20. Venue for USICON (if the turn comes to South Zone)
21. State Chapter Meetings
22. Election of Office Bearers
23. Constitutional Amendments
24. Letters Received from Members for Discussion
25. Any Other Matters

## 5. POST CONFERENCE COUNCIL MEETING OF ASU (July-August)

1. Call to Order by New President
2. Oath taking by New Office Bearers & Induction into the Council
3. Brief Outline of Activities for Next Year
4. Any Other Matters

## CALENDAR OF ACTIVITIES OF ASSOCIATION OF SOUTHERN UROLOGISTS

MONTH	ACTIVITY
July	Annual Council Meeting Annual General Body Meeting Election of Office Bearers Annual Conference Installation of New Office Bearers
August	Finalisation of scientific program of ASU Prof. H. S. Bhat Mid Term Workshop Submission of required documents to the Registrar of Societies for Compliance
September	I Newsletter Annual Conferences of State Associations of Urology
October	Membership drive
November	Quarterly Council Meeting ASU-Prof.H.S.Bhat Mid Term Workshop Membership Drive 15th Nov: Last date for submission of requests for conducting CUE/Mock Exam under the aegis of USI in the zone (by rotation) 15 <sup>th</sup> Nov: Last date for submission of nominations for Moderators/Convenors/Quiz Masters for next Annual Conference of Association of Souther Urologists (SZUSICON)



December	31 <sup>st</sup> Dec: Last date for submission of applications for partial financial assistance for educational/academic/charitable activities under the aegis of ASU, for the financial year ending next March 31st
January	II Newsletter Mid-Term Council Meeting
February	Last date for submission of nominations for various Chairpersons for Forthcoming Annual Conference of Association of Souther Urologists (SZUSICON) Notification for nominations for various office posts of ASU ( 5 months prior to the forthcoming AGM)
March	Notification for nominations for various office posts of ASU ( 5 months prior to the forthcoming AGM – if the Conference is in August)
April	Last date for submission of nominations for various posts of office bearers of ASU  30th April: Last date for submission of applications for various Fellowships/ Awards/Research Grants of ASU  30 <sup>th</sup> April: Last date for submission of scientific papers for consideration for Annual Conference of Association of Souther Urologists (SZUSICON)  30 <sup>th</sup> April: Last date for submission of applications for new membership for consideration of acceptance of scientific papers for Annual Conference of Association of Souther Urologists (SZUSICON) & consideration for various Fellowships/Awards/Research Grants of ASU
May	III Newsletter  Last date for submission of proposals for Constitutional Amendments of ASU( 6 weeks before the date of AGM)  31 <sup>st</sup> May: Finalisation of scientific program of Annual Conference of Association of Souther Urologists (SZUSICON) and intimation to the presenters
June	Final Scientific Program of Annual Conference of Association of Souther Urologists (SZUSICON) Reminder/ Invitation to various Award Winners, Orators, Guest Speakers Invitation for Annual Council Meeting  Circulation of proposed Constitutional amendments (4 weeks prior to AGM)

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ASSOCIATION OF SOUTHERN UROLOGISTS  
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Hon. Secretary's Column

Report of Annual Conference of ASU

Minutes of Annual General Body Meeting

Awards/Prizes/Fellowships of ASU

Orators/Guest Speakers for Next Annual Conference

Invitation for Moderators/Conveners/Quiz Masters for next Annual Conference of Association of Southern Urologists (SZUSICON)

New Office Bearers of ASU

List of New Members of ASU

Invitation for Partial Financial Assistance for Educational/Academic/Charitable Activities under the Aegis of ASU

Invitation for Submission of Requests for Conducting CME under the Aegis of USI in the Zone (by rotation)

Request for Enrolment of New Members

Forthcoming Events including ASU - Prof. H. S. Bhat Mid Term Workshop & ASU Council member activity

Obituary (if any)

Any other

**II NEWSLETTER (January Issue)**

President's Column

Hon. Secretary's Column

Report of Annual Conferences of State Associations

Report of ASU – Prof HS Bhat Midterm Workshop

Invitation for Applications for Various Awards/Fellowships of ASU

Invitations for Nominations for Various Posts of Office Bearers of ASU

Invitation for Submission of Scientific Papers for Annual Conference of Association of Souther Urologists (SZUSICON)

Invitation for Application for Selection of Chairpersons for Annual Conference of Association of Souther Urologists (SZUSICON)

Request for Enrolment of New Members

Forthcoming Events

Obituary (if any)

Any other

### **III NEWSLETTER (May Issue)**

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Details of Venue for Forthcoming Annual Conference of Association of Souther Urologists (SZUSICON)

Outline of Scientific Program for Annual Conference of Association of Souther Urologists (SZUSICON)

Final List for Nominations for Various Posts of Office Bearers of ASU

Notice for Any Proposals to Repeal, Amend or Add to the Existing Constitution of ASU

Notice for Annual General Body Meeting, with Agenda

Hon. Secretary's Annual Report (for approval by GB)

Hon. Treasurer's Annual Report (for approval by GB)

Request for Enrolment of New Members

Forthcoming Events

Report on ASU Council Member activities

Obituary (if any)

Any other

## **MINUTES OF THE ANNUAL GENERAL BODY MEETING OF ASSOCIATION OF SOUTHERN UROLOGISTS**

### **19.8.2000, VISHAKAPATNAM**

Around 100 members attended the General Body Meet convened by the President Dr. K. M. K. Rao who welcomed the gathering. Dr. T.R.Murali, Hon. Secretary in addition to reading out the minutes of the last General Body Meeting at SRMC, Chennai, submitted his report for his two year's tenure. The National PG Training Programme which was conducted by the Hon. Secretary in February 1999 and 2000 were greatly appreciated by the postgraduates.

The Treasurer submitted his report and audited Statement. He took the permission of the House to appoint Mr. Muthukaruppan as Auditor for ASU. Also he appraised the members regarding steps he is taking to register the Society.

Dr. Sunil Shroff Organizing Secretary of the ASU generously donated Rs. 50,000.00 towards the Society and requested a corpus to be made for the Best Video Prize which was yet unsponsored. It was decided not to accept money less than Rs. two lakhs as corpus for future awards from individual members.

Dr. Shivasankar, the Organizing Secretary of the 12<sup>th</sup> Annual Conference, with a visual presentation, outlined his grandiose plans for the Conference in the 2<sup>nd</sup> week of July at Indian Institute of Science, Bangalore. He proposed a pre-Conference CUE which will include a live or video workshop.

Dr. N. Vijayasankaran and Dr. RM.Meyyappan were elected as the President -Elect and Hon. Secretary respectively as their nominations were unanimous.

Dr. Ilangoan was requested to continue as the Treasurer as he has proved to be of invaluable help to the Society being at Chennai. He will be able to co ordinate with the incoming Secretary, also from Chennai.

Prof. H.S.Bhat Oration 2001 will be rendered by Prof. K.Ravishanker. The topic for Khivraj Memorial Symposium was chosen as Continent Urinary Diversion and Prof. S.Varadarajan was chosen as Moderator by the House. The Convener of the Point-Counter Point Debate and Quiz Master for the Prof. Ravishankar Uroradiology Quiz for 2001 will be selected from Karnataka in consultation with Dr. RM.Meyyappan. Dr. Suresh Bhat, Kottayam was awarded the Prof. A.P.Pandey Traveling Fellowship. Dr. Arun Chawla, PG from Manipal received the Prof. Ravindranath Traveling Fellowship for year 2000 – 2001.

There was a lot of debate on the low turnout for the XI Annual Conference as compared to previous years. The only meaning full points which emerged were the increasing numbers of Conferences and workshops all over the country in addition to long distances members have to travel to reach the Conference destinations. A senior member, Prof. P.Venugopal, felt the content of Conferences should be improved and said all the workshops and Conferences within the zone should have the sanction of the Executive Council of ASU. Many members felt the programme should be circulated long before the Conference. An earnest attempt was made during the last two times. However since papers are sent much later than the scheduled date it is not possible to carry out this always.



Some members felt better marketing and announcements at least an year ahead of the Conference. One of the members Dr. R.P.Rajan, SRMC, Chennai, suggested that the State Conferences can be held in smaller cities while the South Zone which has close to 400 full members should be held in large metros for better participation. This is food for thought and debate.

There were some constitutional amendments proposed. Due to delay in postage many members did not receive the amendments. Hence discussion on amendments was postponed to the next meet.

Kerala will host the 13<sup>th</sup> Annual Conference in 2002. This was not discussed by oversight in the GB. However it is now routine practice for the State chapter (on this occasion, the UAK) to convene and inform the Executive Council about the venue and Organizing Secretary at the mid term meet at Nagpur during USICON 2001

#### **14.7.2001, BANGALORE**

Around 150 members attended the General Body Meet convened by President Dr. H.K.Nagaraj, who welcomed the gathering. Dr. R. M. Meyyappan, Hon. Secretary in addition to reading out the minutes of last General Body Meet at Vizag, submitted the report of 2000-2001. Dr. M.Ilangovan, Hon. Treasurer submitted his annual report. He explained the difficulties and conventions to be followed in future regarding the change of the name of Association. The General Body gave full consent for him to go ahead, in consulting with the Auditor with necessary things for the same.

Dr. Ramadoss, Organizing Secretary of 11<sup>th</sup> ASU, generously donated Rs. 40,000.00 towards the Association.

The procedure for the membership was discussed and postgraduates are requested to inform the Hon. Secretary 's office once they are qualified. Meantime they will be considered as Associate members.

Dr. Eashwar Goud, Hyderabad was elected as the president Elect, unopposed, as his nomination was unanimous.

Dr. Ravinarayanan – Tamilnadu

Dr. Appu Thomas – Kerala

Dr. D.Ramesh – Karnataka

Dr. PVLN.Murthy - Andhrapradesh were elected as Council members from the floor

Report on 13<sup>th</sup> Annual Conference of SZ-USICON 2002, Calicut was presented by Dr. Hamza Thayil, Organizing Secretary, nominated by UAK for Calicut Conference. The dates for the 13<sup>th</sup> Annual Conference would be around second week of August as Kerala would experience a heavy monsoon during the month of July. The correct dates would be confirmed following the General Body of the UAK.

Prof. P.B.Sivaraman, Head of the Department of Urology, Madras Medical College, as Organizing Chairman would host the 14<sup>th</sup> Annual Conference of ASU 2003 at Chennai under the auspices of Department of Urology, MMC and Madras Urological Society.

Prof. H.S.Bhat Oration 2002 will be rendered by Dr. C.Nageswara Rao, Vijayawada which was unanimously accepted both by the Executive Council and Annual General Body . The topic for Khivraj Memorial Symposium was chosen as “Imaging in Urology – Recent trends” and Dr. Nitin S. Kekre was chosen as Moderator by the Executive Council and by the House. The Convener for Point-Counter Point Debate and Quiz Master for Prof. Ravishanker Uroradiology Quiz for the postgraduates 2002 will be selected from UAK in consultation with Dr. RM.Meyyappan, Hon. Secretary . The amendments proposed by Dr. K.M.K.Rao, Vishakapatnam and Dr. Joseph Thomas, Manipal were discussed in detail and were passed in the General Body with two changes.

If a duly elected Council member fails to attend two consecutive Executive Council Meetings in a year he should forfeit his post and member may be elected again by the Executive Council/ General Body for the remaining term.

If any Hon. Member is elected as chairperson for any session if he fails to conduct the session by absenting himself without prior intimation, he shall not receive this honour for the next two years.

The services of the outgoing members of the Council Prof. N.Krishnamurthy, Ex. President, the Council members Dr. Dilip Javeli, Dr. KSN.Chary, Dr. M.Ramalingam and Dr. P.G.Antony were discussed, appreciated and thanked by the Association.

Prof. A.P.Pandey Past President of ASU initiated discussion on waiving registration charges for Senior Urologists. After discussion, the House suggested to bring this issue in the newsletter and response to be invited from the members.

#### **10.8.2002, CALICUT**

About 200 members attend the General Body Meeting at Kadavu, convened by Dr. N.Vijayasankaran who welcomed the gathering. Dr. RM.Meyyappan Hon. Secretary in addition to reading out of the minutes of last General Body Meeting at Bangalore submitted Secretary's report of 2001-2002. Dr. M.Ilangovan, Hon, Treasurer, submitted his annual report and explained the difficulties, to change the name of Associations, the steps he had taken in getting things right for the same under extra-ordinary circumstances, General Body has given full consent to extend the term of Dr. M. Ilangovan for one more year. Dr. R. Jeyaraman was elected as President-Elect, unopposed, as his nomination was unanimous. Dr. D. Ramesh was elected from the floor of General Body as Hon. Secretary as unanimous choice. For his post of Council member Dr. R. Shivasanker of Bangalore was elected for the remaining 2 year period. The Venue of the 14<sup>th</sup> Annual Conference of ASU will be Chennai and it would be around 2<sup>nd</sup> week of July. Prof. P. B. Sivaraman presented his report of 14<sup>th</sup> Annual Conference and welcomed the gathering.

The venue of the 15<sup>th</sup> Annual Conference of ASU 2004 will be at Vijayawada and Dr. Venugopal, Vijayawada will be the Organizing Secretary for the Conference 2004.

Prof. H.S.Bhat Oration 2003 will be delivered by Dr. Augustine Komaranchath, Kerala which was unanimously accepted both by Executive Council and Annual General Body. The topic for Khivraj Memorial Symposium was chosen as “Problems and Solutions in Upper Tract Endo Urology” – Dr. George P Abraham, Kerala was Chosen as Moderator both by Executive Council and House. The Convener for Point-Counter Point Debate and Quiz Master for Prof. K.Ravishankar, Uroradiology for postgraduates 2003 will be selected from Madras Urological Society and Department of Urology, Madras Medical College in consultation with Dr. D. Ramesh, Hon. Secretary.

The Travel Grants and Fellowships were discussed. The General Body suggested the donors to increase the Corpus Fund and if not feasible, the General Body suggested to reduce the prize money. The new office bearers are requested to take note of it and regarding the “sanmac” deposits, Treasurer was suggested to take concrete and legal steps.

The list of new members was read and approved by General Body. The services of the outgoing members, Dr. K.M.Krishna Rao, Ex-President, Dr. RM. Meyyappan, Hon. Secretary were discussed, appreciated and thanked.

### **12.7 2003, CHENNAI**

Chennai on 12<sup>th</sup> July at 6. 30 pm. About 225 members attended the meeting, which was chaired by the President Dr. Eashwar Goud who welcomed all the members.

The minutes of the previous General Body Meeting held at Calicut were passed and Dr. D.Ramesh the Hon. Secretary read out the report for the year 2002-2003. Dr. Illangovan the Hon. Treasurer submitted the annual financial Statement, which was accepted and passed by the members.

Dr. G.K.Venkatesh from Bangalore and Dr. Pitchai Balashanmugam from Chennai were unanimously elected as the President-Elect and Treasurer respectively. The 15<sup>th</sup> Annual Conference of the ASU was allocated to be held at Vijayawada during the second weekend of July 2004. Dr. C.Nageswara Rao, the Chairman of the Organizing Committee and Dr. Prashanth Kumar, the Organizing Secretary invited the members to attend the Conference along with their families. The 16<sup>th</sup> Annual Conference would be held at Bangalore with Bangalore Medical College as the hosts. Dr. G.K.Venkatesh was selected as the Chairman and Dr. Rathkal C.S. as the Organizing Secretary .

Prof. H.S.Bhat Oration for the year 2004 was awarded to Dr. A.V.S.Reddy. Dr. Joseph Thomas was chosen to be the Moderator for the Khivraj Memorial Symposium and topic chosen was “Management of Early Cancer ProState”.

Issues regarding the prize money for the various Awards and Fellowships were discussed. Dr. Venkatesh Krishnamoorthy from Bangalore contributed Rs. 10,000.00 towards Prof. A.P.Pandey Traveling Fellowship and Dr. C.L.Ashok Kumar enhanced the corpus for the poster prize by Rs. 10,000.00. Dr. Ravindranath announced a contribution of 15,000.00 towards the corpus for the Dr.Ravindranath Travel Fellowship. Dr. Sivaraman and Dr.

Thanikachalam also announced a contribution of an additional Rs. 20,000.00 towards the Prof. Ravishankar Uroradiology Quiz Prize. An amount of Rs. 1,00,000.00 was presented on behalf of Bangalore Urological Society from the profits of the Bangalore Conference with a request to institute prizes for the two best Video Papers to be named as “Bangalore Urological Society Video Prizes” carrying an amount of Rs. 2,500.00 and Rs. 1,500.00 respectively. This was accepted and passed by the General Body .

The list of new members were read out and approved by the General Body and the services of the outgoing Council Members were appreciated. The General Body appreciated and thanked the services of Dr. M.Illangovan the Hon. Treasurer for the steps he had taken to get the Association registered. The President concluded the General Body Meeting by thanking all the members for their cooperation.

#### **10.7. 2004, VIJAYAWADA**

The Annual General Body Meeting of ASU was held at Hotel Manorama on 10<sup>th</sup> July at 6.30 pm. The meeting was chaired by the President Dr. R.Jeyaraman who welcomed the members.

The minutes of the previous General Body Meeting held at Chennai was passed. Dr. D. Ramesh, the Hon. Secretary presented the Annual report for the year 2003-2004. The Treasurer’s report was circulated and presented by the President in the absence of the Treasurer who had met with an accident and had communicated to the Council about his inability to attend the meeting. The financial Statement was accepted and passed by the members.

The Council was reconstituted with the election of new office bearers. Dr. R.Shivashankar was elected unanimously as the President Elect. The following members were elected unanimously as Council members - Dr. Suresh Bhat from Kerala, Dr. Joseph Philipraj from Karnataka, Dr. Sanjay Sinha from Andhra Pradesh and Dr. G.Devakannan from Tamilnadu. An election was held for the post of Hon. Secretary which was contested by Dr. H. Krishna Moorthy from Kochi and Dr. Keshavamurthy R. from Bangalore. Dr. Keshavamurthy R was elected as the Honorary Secretary .

The 16<sup>th</sup> Annual Conference of the ASU was allotted for Bangalore during the 2<sup>nd</sup> weekend of July 2005. Dr. G.K.Venkatesh, the Organizing Chairman and Dr. C.SRatkal the Organizing Secretary invited all the members to attend the Conference along with their families. The 17<sup>th</sup> Annual Conference was decided to be held at Kerala and the Urological Association of Kerala would inform the Council regarding the venue.

Prof. H.S.Bhat Oration for the year 2005 was awarded to Dr. B.T. Sampath Kumar from Bangalore. Prof. P.B.Sivaraman was chosen to be the Moderator for Khivraj Memorial Symposium for the year 2005 and the topic chosen was “Management of BPH”. A corpus amount of Rs.2.5 Lakhs was donated by Dr. Mahesh Desai from the proceeds of the Millennium International Urology Conference to institute a National Fellowship for a member from the South Zone. The guidelines for the selection was recommended and the Council suggested modifications to these recommendations and authorized the Honorary Secretary to communicate with Dr. Mahesh Desai to enable the Association to implement the Fellowship in the forthcoming year

Prof. P.B.Sivaraman, the Chairman of the 14<sup>th</sup> Annual Conference at Chennai donated a sum of Rs. 1,00,000.00 from the proceeds of the Chennai Conference. The General Body appreciated this gesture. The list of new members was read out by the Secretary and was approved by the General Body . It was also decided to update the member's directory and addresses.

The General Body appreciated the services of the outgoing Council Members and the Hon. Secretary . It was suggested to include the outgoing Secretary as an Ex-Officio member from the next year. Since this had to be proposed as a constitutional amendment it was decided to include it as agenda at the next Annual General Body Meeting. Till then it was suggested that the out going Secretary be called in as a special invitee to the Council. The President concluded the meeting by thanking all the members for their cooperation.

### **9.7.2005, BANGALORE**

The General Body Meeting of Association of Southern Urologists was held at NIMHANS Convention Centre on 9<sup>th</sup> July 2005 at 5 pm. The meeting was chaired by Prof. G.K.Venkatesh, President ASU, who welcomed the members.

The General Body paid respect to two of their members who expired in the previous year. Prof. M.S.Rajashekar, Retd. Prof. and HOD of Bangalore Medical College and Dr. Manohar Shetty, young Urologist from Udupi. The AGM authorized the Secretary to send condolence message to the bereaved families on behalf of the Association.

The minutes of Annual General Body Meeting held at Vijayawada was passed.

Dr. Keshavmurthy R, Hon. Secretary read out the report for the year 2004-2005. This was accepted and passed by the members.

Dr. Pitchai Balshanmugam read out the Treasurer report for the year 2004-2005 with financial year ending 31<sup>st</sup> March 2005. The Treasurer highlighted that the accounts were streamlined and separate corpus formed for MIUC fellowship and Prof. H.S.Bhat Oration were set aside and interest accrued would be utilized for the awards. The General Body appreciated the contribution of Rs. 75,000.00 as additional corpus for Prof. H.S.Bhat Oration which was contributed by students and family of Prof. H.S.Bhat. The rest of the corpus money for the awards would be clubbed into single fixed deposit. The Treasurer informed the AGM that the application and formalities for obtaining the IT exemption has been initiated; it would take a few months to obtain sanction of IT exemption. The Treasurer report was passed by the General Body .

Dr. RM.Meyyappan from Chennai was unanimously elected as the President Elect. There were no applicants for the post of Treasurer. The General Body approved the proposal to continue Dr. Pitchai Balshanmugam for one more term.

The list of New members enrolled with the Association were read out which was approved by the General Body . 21 new Life Members and 19 new Associate Life Members were enrolled.

The 17<sup>th</sup> Annual Conference of ASU is scheduled to be held in 2006 at Thiruvananthapuram. Dr. Shyam K. Ramesh presented the report and welcomed the members to attend the



Conference at Thiruvananthapuram. The dates would be informed to the members once it is finalized. The General Body discussed regarding the delegate fee and approved the hike in the delegate fee which was fixed as Rs. 1,500.00 for delegates and 750.00 for Post Graduate students

The 18<sup>th</sup> Annual Conference of ASU will be hosted by Coimbatore with Dr. Ramalingam as the Organizing Secretary .

Dr. Prashanth Kumar presented the report of the 15<sup>th</sup> Annual Conference at Vijayawada. He presented a cheque of Rs. 1,00,000.00 to the President as the proceeds of the Conference at Vijayawada.

Dr. Jeyaraman R. from Chennai proposed that Chennai would host the USICON 2008 as it was turn of Tamilnadu to host the USICON. The General Body unanimously approved his proposal.

Dr.V.N.Moni from Calicut was awarded the Prof. H.S.Bhat Oration for the year 2006.

Dr. T.V.Narayana Rao from Rajamundry was awarded to moderate the Khivraj Memorial Symposium at Thiruvananthapuram in 2006. The topic of the Symposium selected was "Management of Long Term Sequelae of Posterior Urethral Valves". The General Body approved this unanimously.

The Hon. Secretary tabled the proposed amendment to the ASU constitution which was sent to the members earlier.

Existing: Rule 13 Under The Heading Council

The council of the Association shall consist of:

Office bearers elected as per Rule 11, two immediate past presidents and 4 members elected in the Annual General Body meeting from the list of suggested nominations submitted representing each State of South India.

Amendment Unanimously Approved by the General Body

The Council of the Association shall consist of:

Office bearers elected as per rule 11, immediate past president and past Secretary and 4 members elected in the Annual General Body meeting from the list of suggested nomination submitted representing each State of South India.

The issue of hike in the Life membership fee of ASU was raised

Dr. Srithar from Chennai had submitted the proposal for hike in the membership fee which was deliberated at the Council Meeting and placed before the AGM for discussion. The Secretary and the Treasurer felt that due to escalating costs and the inflation it was justifiable to hike to the membership fee to Rs. 2,000.00. The Treasurer informed that the membership fee had not been hiked since 1996-1997 and most of the State chapters and city chapters had membership fee which was more than the ASU. Dr. H.Krishna Moorthy from Kochi objected to the hike as it would be unjustifiable to charge Rs. 2,000.00 for new members as they would have just finished post graduation. Dr. Nitin Kekre from Vellore was of the opinion that the membership fee should be collected annually and those who would

not pay would not be on the rolls. The Secretary informed the difficulty to keep track of the dues as we still do not have a permanent office and staff to monitor this. Legally it would be difficult to enforce as the present members were all Life Members.

Dr. N.Krishnanmurthy after debating this issue, proposed that the hike to Rs. 2,000.00 be placed before the AGM for approval which was approved by the General Body and it would be applicable for fresh applicants. This was seconded by Dr. Shivashankar R.

The meeting concluded with the President thanking all the members present in the General Body .

### **15.7.2006, THIRUVANANTHAPURAM**

The Annual General Body Meeting was held on 15 July 2006 at Hotel Mascot, Thiruvananthapuram.

The meeting was presided by Dr. R.Shivashankar, President, Association of Southern Urologists.

The General Body paid respects to Dr. Jeyasekharan, Surgeon from Nagercoil who passed away. Dr. Nalini Venugopal, wife of Prof. P.Venugopal passed away after a brief illness. The General Body stood in silence to pray for the departed souls. The General Body authorized the Secretary to send the condolences to the bereaved families.

Meeting was called to order. Sufficient quorum was found to conduct the General Body . Dr. R.Shivashankar, President welcomed the members to the Annual General Body Meeting at Thiruvananthapuram.

The minutes of the previous General Body Meeting at Bangalore was approved unanimously by the General Body which was proposed by Dr. Nitin Kekre and seconded by Dr. Ganesh Gopalakrishnan.

Dr. R.Keshavamurthy, Secretary , ASU read out the Annual report of the activities of ASU for the year 2005-2006. The report was passed which was proposed by Dr. D.Ramesh and seconded by Dr. T.R.Murali. There was discussion regarding the rules of MIUC traveling fellowship. It was decided to approach the donors of the traveling fellowship to explore any possibility in the modification of the rules.

The Secretary informed the General Body that Dr. Devaprasath Jeyasekharan had proposed to contribute an additional sum of Rs. 1,50,000.00 for the Ideas and Innovations Award in the name of his father Dr. Jeyasekharan and a Gold medal would be given as award every year from the interest accrued. The General Body approved this and appreciated the gesture of Dr. Devaprasath.

Dr. Pitchai Balashanmugam, Treasurer tabled the audited Statement of accounts for the year 2005 - 2006 which was printed in the newsletter. The Treasurer report was passed unanimously which was proposed by Dr. G.K.Venkatesh and seconded by Dr.Sanjay Sinha.

The Secretary read out the list of new members enrolled for the Life Membership and Associate Life Membership which was approved by the General Body .

Elections were held to the posts of President Elect, Hon. Secretary and Treasurer of ASU. The Secretary informed the General Body that for the post of President Elect, Dr.T.R.Murali from Madurai was the only applicant and it was found valid by the Returning Officer. Dr. T.R.Murali was elected unanimously which was approved by the General Body. For the post of Hon. Secretary, Dr. Pitchai Balashanmugam was the sole applicant which was found valid and he was declared elected unanimously. For the post of Treasurer Dr. Ravikumar from Chennai was the sole applicant and the General Body approved his nomination. The General Body ratified these elections and congratulated the newly elected members.

Dr. C.S.Ratkal, Organizing Secretary of Annual Conference of Association of Souther Urologists (SZUSICON) 2005 placed the accounts before the General Body and presented a cheque of Rs. 1,25,000.00 as the profit from the last Annual Conference of Association of Souther Urologists (SZUSICON) at Bangalore. The draft was received by Dr. R.Shivashankar.

Dr. Raveendran Nair announced that the accounts of USICON at Kochi had been finalized. The share of the profit to ASU of Rs. 1,53,000.00 was handed over to President, ASU.

Dr. Ramalingam, Organizing Secretary of Annual Conference of Association of Souther Urologists (SZUSICON) 2007 at Coimbatore made a brief presentation of the Conference at Coimbatore and welcomed the members to Coimbatore for Annual Conference of Association of Souther Urologists (SZUSICON) 2007.

Dr. O.Ramesh, Secretary of APSOGUS informed the General Body that APSOGUS would host the Annual Conference of Association of Souther Urologists (SZUSICON) 2008. He informed the AGM that the place would be decided and communicated to the Secretary.

The Orator for the Prof. H.S.Bhat Oration for year 2007 was awarded to Prof. S.Varadarajan from Chennai.

The moderator for the Khivraj Memorial symposium for the year 2007 was awarded to Prof. A.S.Albert from Kottayam. The topic for the Symposium is "Ejaculatory Dysfunction".

The Secretary informed the General Body that the students and well wishers of Prof. P.B.Sivaraman have proposed to donate a corpus of Rs. 3,00,000.00 to name the guest lecture as Prof. P.B.Sivaraman Endowment Lecture. This was deliberated in the Council Meeting and the General Body approved this and it would be instituted from the coming year.

Dr. Mallikarjuna Reddy from Hyderabad was of the opinion that the ASU should elect the two members to the Council of USI unanimously henceforth. Dr. Sanjay Sinha and others felt that it would not be fair to do this as the voting for election to the Council of USI is at national level. The General Body resolved to continue with the current practice of elections.

Dr. R.Shivashankar thanked all the members and concluded the Annual General Body Meeting.

#### **14.7.2007, COIMBATORE**

The meeting held at PSG Institute of Medical Sciences & Research, Coimbatore was presided by Dr. RM.Meyyappan, President, South Zone Urological Society of India.

The meeting was called to order. Sufficient quorum was found to conduct the General Body Meeting at Coimbatore.

The minutes of the previous General Body Meeting Held at Thiruvananthapuram was approved unanimously by the General Body was proposed by Dr. G.K.Venkatesh and seconded by Dr. Ramesh.

Dr. K.Pitchai Balashanmugam, Secretary of ASU read out the activities of ASU for the year 2006-2007. The report was passed which was proposed by Dr. Shivasankar and seconded by Dr. Keshavamurthy.

Dr. S.Ravikumar, Treasurer tabled the audited Statement of the accounts for the year 2006-2007 which was printed in the news letter. The Treasurer's report was passed unanimously which was proposed by Dr. D.Thanikachalam and seconded by Dr. N.Srithar.

The Secretary read out the list of new members for the Life membership and the Associate membership which was approved by the General Body .

Elections to the post President Elect and Council members was held. The Secretary informed the General Body that for the post of President Elect Dr. D.Ramesh from Bangalore was the only applicant and it was found valid by the returning officer Dr. T.R.Murali President Elect of ASU. Dr. D.Ramesh was elected unanimously which was approved by the General Body . For posts of Council members there were only one application from each State - Dr. K.Thiagarajan for Tamilnadu, Dr. C.Mallikarjuna from Andhra Pradesh, Dr. Chandrasekar Ratkal from Karnataka, Dr. H.Krishna Moorthy from Kerala and their nominations were approved. The General Body ratified these elections and congratulated the newly elected members.

Dr. Shyam K Ramesh, Organizing Secretary of SZ - USICON 2006 presented a cheque of Rs.1,30,000.00 as the profit from last Annual Conference of Association of Souther Urologists (SZUSICON) held at Thiruvananthapuram. The draft was received by Dr. RM.Meyyappan.

Dr. O.Ramesh, Organizing Secretary of SZ-USICON 2008 at Tirupathy made a brief presentation of the Conference at Tirupathy and welcomed members to Tirupathy for Annual Conference of Association of Souther Urologists (SZUSICON) 2008.

Dr. Ali Poonawala, Secretary of Karnataka Urology Association informed the General Body that Karnataka would host SZ-USICON 2009. He informed the General Body that the venue would be decided at the Annual KUACON and communicated to the Secretary.

The Orator for the Prof. H.S.Bhat Oration would be Dr. K.M.Krishna Rao. Vishakapatnam.

The moderator for the Khivraj Memorial Symposium for the year 2008 was awarded to Prof. N.Vijayasankaran from Madurai. The Topic was Posterior Urethral Injuries.

Prof. K.Ravishankar Uroradiology Quiz will be conducted by Dr. P.V.L.N.Murthy from Hyderabad.

Prof. N.Krishnamurthy Point Counter Point Debate was awarded to Dr. Rajagopal from Hyderabad.

Prof. P.B.Sivaraman endowment guest lecture was awarded to Dr. A.K.Hemal from New Delhi.

Prof. Joseph Thomas proposed a separate session for Dr. N.Sethuraman Best Paper Award. After detailed discussion, the General Body decided to have a separate session. The General Body decided to form a committee to frame the rules and regulations for Dr. N.Sethuraman Best Paper Award.

Dr. D.Thanikachalam proposed that the duration of the annual Conference may be extended to two days instead of the present 1 ½ days. But after elaborate discussions, the General Body felt that the Conference should be held only for 1 ½ days.

Dr. D.Thanikachalam proposed that the Clinicopathological Conference may be named after Dr. Nalini Venugopal but it was not accepted.

Dr. RM.Meyyappan thanked all the members and concluded the session

### **12.7. 2008, TIRUPATI**

38 members attended the meeting. The meeting was called to order by the President Dr. T.R.Murali. The House paid homage to 2 of its members, Dr. V.Subramanian and Dr. Kamalakanthan who died recently. Dr. RM.Meyyappan remembered the former, while the latter was remembered by Dr. Thanikachalam in their condolence speech. The President remarked the progress made by the Society in the last few years. The minutes of last AGM was passed. Hon. Secretary 's Annual Report (2007-2008) was passed. Hon. Treasurer's Annual Report (2007-2008) was also passed, subject to the Auditor finalizing and signing the audited Statement of accounts. Dr. Nerli presented a report of SZ-USICON to be held at Belgaum in July 2009. The House suggested that proper conveyance including chartered flights be arranged for the attending delegates. Dr. H.Krishna Moorthy briefed the facilities for conduct of SZ-USICON at Thrissur in 2010.

The following Office Bearers of Association of Southern Urologists were elected for the year 2008 - 2010

Dr. Ramesh D, Bangalore - President (for 2008-2009)

Dr. Pitchai Balashanmugam, Chennai - President Elect (for 2008-2009)

Dr. H.Krishna Moorthy, Kochi - Hon. Secretary

Dr. S.Ravikumar, Chennai - Hon. Treasurer

Since Dr. H.Krishna Moorthy resigned from his post as Council Member to accept the post of Hon. Secretary , Dr. Shyam K Ramesh from Thiruvananthapuram was elected as Council member from Kerala for the next 2 years.

The following decisions were also taken.

Dr. Ravindranath Travel Fellowship 2008-2009

Dr.Ravi, Post Graduate Student, Department of Urology, Madras Medical College, Chennai



Prof. A.P.Pandey Travel Fellowship 2008-2009

No Applicants

MIUC Travel Fellowship for alternate years

No Fellowship for 2008-2009

Khivraj Memorial Symposium 2009

Moderator: Prof. Jeyaram Reddy, Osmania Medical College, Hyderabad

Topic: GUTB

Prof. H.S.Bhat Oration, 2009

Orator: Dr. K.N.Sridhar, Bangalore

Prof. P.B.Sivaraman Endowment Guest Lecture, 2009

Dr. Rupin Shah, Mumbai (subject to his concurrence)

Prof. K.Ravishankar Uro-Radiology Quiz, 2009

Quiz Master: Dr. Keshavamurthy, Bangalore

Prof. N.Krishnamurthy Gold Medal for Point-Counter Point Debate, 2009

Moderator: Dr. Prakash Prabhu, Mysore

The names of 30 new members were approved by GB and they were admitted as members of the society.

The following amendments to bye laws were approved by the GB unanimously:

- a. The activities of the Association would be purely charitable in nature and not motivated for profit.
- b. The funds of the Institution would be utilized only towards the objects and no portion of it would be distributed in any manner to the trustees or persons defined in section 13(1) (c) of the Income Tax Act, 1961.
- c. The benefit of objects would be available to the general public irrespective of cast, creed, religion or sex.
- d. Not more than 5% of the income of the society/trust/Institution would be applied for any religious purposes or given to religious Institutions.

The suggestion of Dr. Venkatesh Krishnamurthy to enrol non medical personnels (such as MSc Microbiology, Nurses, Biochemistry Graduates etc) as members of the society was discussed in detail. It was decided not to enrol this category of research workers as members of Association of Southern Urologists presently. However they may be permitted to attend the Annual academic meetings and be co-author for papers presented during the Conference. They will also not be eligible to present papers during the Conference.

Hon. Treasurer briefed the House regarding the suggestions of Auditor & Income Tax Commissioner for registering the society under Charitable Trusts Act. The amendments suggested by Auditor in this regard were approved by General Body . For the purposes of submitting papers / documents with the Registrar of Societies / Income Tax Authorities, any one of the following is authorized to affix his/her signature:-

1. President
2. President Elect
3. Honorary Secretary
4. Honorary Treasurer

Finally the President thanked all members for attending the meeting.

### **11.07.2009, BELGAUM**

The meeting was called to order by the President, Dr. D.Ramesh. The members stood up in silence in remembrance of the sad demise of a senior member of the society, Dr.Venkitachala on 15 Nov 2008. The Minutes of the last AGM held at Tirupathi, Hon.Secretary 's Annual Report2008 — 2009 and Hon. Treasurer's Annual Report 2008 — 2009, all published in the Newsletter were unanimously passed by the General Body .Dr. P.V.L.N.Murthy from Hyderabad was elected as the President Elect for 2009 -2010. The following decisions were also taken

Prof. V.Ravindranath Travel Fellowship 2009 -2010

Dr. Kamalesh Kumar Maurya, Kochi

Prof. A.P.Pandey Travel Fellowship 2009 – 2010

No Applicants

MIUC Travel Fellowship 2009 – 2010

No Applicants

Prof. H.S.Bhat Oration 2010

Orator: Prof. Appu Thomas, Kochi

Prof. P.B.Sivaraman Endowment Guest Lecture 2010

Speaker: Prof. N.P.Gupta, New Delhi

Khivraj Memorial Symposium 2010

Moderator: Dr.R.B.Nerli, Belgaum

Topic: Vesico-Ureteric Reflux

Prof. N.Krishnamurthy Point Counter Point Debate 2010

Moderator: Dr. Suresh Bhat, Kottayam

Prof. K.Ravishankar Uro-Radiology Quiz 2010

Quiz Master: Dr. Vinod K.V, Thiruvananthapuram

The efforts of the Hon. Secretary for publication of SZ-USI Hand book were lauded by the General Body . The Hon. Secretary informed the House that the Hand book and a Membership Certificate will be sent to all members by post.

The list of new members was approved by the General Body . The requests for change of membership status of Associate Members to Full Members were also approved by General Body .

The Budget for 2009 — 2010 was proposed and suggestions for spending the anticipated surplus amount of Rs. 1 Lakh were sought. After various deliberations, it was decided to invite applications from members for partial financial assistance for conduct of the following academic/ charity activities

1. Conduct of CUE under the aegis of SZ-USI. A maximum of Rs. 40,000.00 will be given by the Association, as partial financial assistance.
2. Free/ subsidised treatment of poor Urology patients as part of any Workshops/ Medical Camps etc
3. Publication of brochures, booklets, educational materials etc for the benefit of patients suffering from Urological illnesses.

The applications should be submitted to the Hon. Secretary before 30th October 2009 and subject to approval of the Executive Council, the amount will be reimbursed before 31st March. 2010. It was also decided not to utilize the money for enhancing the prize moneys instituted in the names of various personalities.

The audited accounts report of Annual Conference of Association of Souther Urologists (SZUSICON) 2008 held at Tirupathi was not presented, since the organizing Secretary , Dr. O.Ramesh was not present during the General Body Meeting. However a cheque of Rs. 50,000.00 was handed over as part of the proceeds of the Conference through Dr. Pitchai Balashanmugham. The Hon. Secretary was entrusted to write a letter to Dr. Ramesh requesting him to submit the accounts immediately.

Dr. Darwin Therattil presented a video clipping of the arrangements being made for conduct of Annual Conference of Association of Souther Urologists (SZUSICON) 2010 at Thrissur. Due to the anticipated heavy monsoon rains in Kerala during the month of July, the Organizing Committee was permitted to reschedule the Conference in August,2010.

The General Body approved the request of Prof. Jeyaraman from Madras Medical College to conduct Annual Conference of Association of Souther Urologists (SZUSICON) 2011. However the venue and the Organizing Committee should be decided in the TAPASU and the ASU should be informed about the details soon.

There was a discussion on the inconvenience caused due to rescheduling of Scientific Programme of Annual Conference of Association of Souther Urologists (SZUSICON) 2009 and the poor standard of some of the scientific programmes like CPC. The Hon. Secretary

informed the House that the members had not sent adequate materials for CPC in spite of several requests and there were no one willing to discuss the case. The case was selected at the last minute and the Organizing Secretary (Dr. Shrishailesh) gracefully volunteered to discuss the case, in spite of his busy schedule. The Scientific Programme was also rescheduled with the concurrence of the Executive Council for the convenience of majority of members, who found it difficult to commute to their respective places from Belgaum at the end of Conference and hence wanted to leave earlier. The President informed the House that Scientific Programmes would not be rescheduled at any cost for the benefit of a few members only and only under special circumstances, the change had to be made this time.

The House thanked Dr. D.Ramesh for his meritorious services as President of ASU for 200 - 2009.

Dr. D.Ramesh thanked the House and adjourned the meeting.

### **7.8.2010 THRISSUR**

The meeting was called to order by the President, Dr. Pitchai Balashanmugam. The members stood up in silence for a minute as token of respect to the departed souls of four of their members namely Dr. Kuriakose, Dr. Jayaseelan Mathias, Dr. Thanikachalam and Dr. Sankaralingam.

The President briefly informed the House regarding the progress made in the Society's activities in the last one year and urged everyone to have active participation in the future endeavours.

The minutes of the last AGM held at Belgaum published in the September 2009 issue of Newsletter was unanimously passed. The Hon. Secretary 's annual report published in the July 2010 issue of Newsletter was also passed unanimously. The Hon. Treasurer presented the audited Statement of accounts for the financial year ending March 2010, which was also passed by the House.

The Hon. Secretary informed the House that the following nominations were received by him for the various posts of office bearers of the ASU

President Elect: Dr. K.S.N.Chary, Guntur, Dr.H.Krishna Moorthy, Kochi

Hon. Secretary : Dr. R.B.Nerli, Belgaum, Dr.Arun Chawla, Manipal, Dr.Ravikumar S, Chennai

Hon. Treasurer: Nil

Council Members

Kerala: Dr. Darwin Therattil, Thrissur

Tamil Nadu: Dr. Avudaippan, Tirunelveli,

Dr. Krishnasamy Kannan, Tiruchirapalli

Karnataka: Dr. Mohan A, Bangalore

Andhra Pradesh: Dr. Mallikarjuna Reddy, Hyderabad

All nominations were in order.

Since Dr. K.S.N.Chary already withdrew his nomination before the AGM

Dr.H.Krishna Moorthy was elected as the President Elect of ASU.

Dr.Ravikumar expressed his willingness to withdraw his nomination for the post of Hon. Secretary .

Dr.Darwin Therattil, Dr. Mohan A and Dr.Mallikarjuna Reddy were elected as Council Members unopposed.

Dr.Mohan A proposed the name of Dr. Ganesh Kamath of Chennai for the post of Hon. Treasurer, seconded by Dr. P.V.L.N.Murthy. Dr. Kamath expressed his willingness and hence was elected as the Hon. Treasurer.

Since there were multiple nominations for the post of Hon. Secretary and Council Member from Tamil Nadu, it was decided to conduct elections for the same with Dr. P.V.L.N.Murthy as the Presiding Officer. The ballot polling was held during the AGM. Dr. Mohan A and Dr. Mallikarjuna Reddy also helped the Presiding Officer.

The following Honours/ Awards/ Prizes were finalised at the AGM

Prof. V.Ravindranath Travel Fellowship 2010-2011

Dr. Naveen H.N., Bangalore

Prof. A.P.Pandey Travel Fellowship 2010-2011

No Applicants

Prof. H.S.Bhat Oration 2011

Orator: Prof. P.B.Sivaraman, Chennai

Prof. P.B.Sivaraman Endowment Guest Lecture 2011

Speaker: Prof. Rajesh Ahlawat, New Delhi

Khivraj Memorial Symposium 2011

Moderator: Dr. Shyam.K.Ramesh, Thiruvananthapuram

Topic: Lasers in Urology

Prof. N.Krishnamurthy Point Counter Point Debate 2011

Moderator: Dr. Avudaippan, Tirunelveli

Prof. K.Ravishankar Uro-Radiology Quiz 2011

Quiz Master: Dr. Muthulatha, Chennai

The names of the new members applied for full and associate members of ASU were read out by Hon. Secretary and the House approved the same.



Hon. Secretary proposed the budget for 2010-2011 which was discussed and passed unanimously. The Secretary informed the House that Rs. 1 Lakh was given to Annual Conference of Association of Souther Urologists (SZUSICON) 2010 as part of academic activities of the society. The House also agreed to hand over Rs. 50,000.00 to Dr. C.S.Ratkal for conducting live workshop at Institute of NephroUrology, Bangalore as per his request, wherein free treatment will be provided for the poor and needy patients. This would be considered as part of charity activities of the society.

The arrangements for conduct of Annual Conference of Association of Souther Urologists (SZUSICON) 2011 at Chennai were highlighted by Dr. Meyyappan. The proposed venue was Mahabalipuram and dates were 8,9,10 July 2011. The tariffs would be same as Annual Conference of Association of Souther Urologists (SZUSICON) 2010. The House expressed their consent for the same and wished all the best to the Organizing team.

Dr. P.V.L.N.Murthy expressed his willingness to conduct Annual Conference of Association of Souther Urologists (SZUSICON) 2012 at Hyderabad under an Organizing Committee decided by APSOGUS. The House agreed to this.

The progress of arrangements made for conduct of USICON 2012 at Bangalore was not presented as there was no one from the Organizing Committee during AGM.

The venues and dates for the forthcoming State chapter meetings were also not informed since the organisers of the respective meetings were not present during AGM.

The Hon. Secretary informed the House that Dr. R.B.Nerli, Organizing chairman of Annual Conference of Association of Souther Urologists (SZUSICON) at Belgaum had handed over a cheque of Rs.25,000.00 as part of the surplus amount of the Conference. The Secretary passed on the cheque and the audited Statement of accounts to the Hon. Treasurer. The House thanked Dr. Nerli for his gesture.

The elections and counting of votes were over and the President announced the names of the office bearers who won the elections:

Hon. Secretary : Dr. R.B. Nerli, Belgaum

Council Member from Tamil Nadu: Dr. Krishnasamy Kannan, Tiruchirapalli

The House congratulated the newly elected office bearers of the society and also thanked the outgoing office bearers for their meritorious services to the society. Dr.Mohan appealed to the House to request Dr. Ravikumar, the outgoing Treasurer to render his services to the society for the completion of the registration process of ASU, which he has been pursuing. The House joined Dr. Mohan in this appeal and Dr.Ravikumar expressed his willingness to help at times of need.

Finally the President thanked all members for attending the AGM and for their valuable suggestions. The meeting was adjourned at around 6.15 PM.

### **09.07. 2011 MAMALLAPURAM**

The meeting was called to order by Dr. PVLN Murthy, the President. The members stood in silence for 2 minutes as a token of respect to the departed soul of Prof. H.S Bhat. Dr. Ganesh Gopala Krishnan spoke in tribute of the doyen of Urology. The President briefly informed the House regarding the progress made in the society activities in the last one year and urged everyone to have active participation in future endeavors.

The minutes of last Annual General Body Meeting held at Thrissur was unanimously passed.

The Hon. Secretary's report was also passed unanimously.

Hon. Treasurer presented the audited Statement of accounts for the financial year ending March 2011.

The Hon. Secretary informed the House that only one nomination was received by him for the post of President Elect, namely Prof. K.S.N Chary, Guntur. Hence he was elected as President Elect of ASU.

The following Honours/awards/prizes were announced

Prof. H.S Bhat oration 2012 – orator – Dr. K.S.N Chary, Guntur

Prof. P.B Sivaraman Endowment Guest Lecture 2012 – Dr. Kalyan Sarkar, Kolkata

Khivraj Memorial symposium 2012 – Moderator – Dr. Ramalingam M, Coimbatore

The names of new members applied for full & associate membership were read out by the Hon. Secretary & the House approved the same.

Hon. Secretary proposed the budget for 2011 – 2012 which was discussed & passed unanimously – Hon. Secretary informed that Rs – 50,000/- was given to organisers of ASUCON 2012 as part of academic activities.

The arrangements for the conduct of ASUCON 2012 at Hyderabad were highlighted by Dr. P.V.L.N Murthy.

KUA accepted responsibility to host ASUCON 2013 at Mysore.

The House congratulated the newly elected President Elect & thanked the outgoing President, Dr. P.V.L.N Murthy.

The President thanked the members for attending the Annual General Body Meeting & for their valuable suggestions.

The meeting was adjourned at 6.15PM

### **14.07.2012 HYDERABAD**

The General Body was brought to order by the President Dr. H. Krishna Moorthy

1. The members stood up in silence of 2 minutes as a token respect to the departed soul of Dr. A Venugopal. Dr. A.V.S Reddy gave a condolence message.

2. The President gave his opening remarks.
3. Minutes of the meeting held on 9<sup>th</sup> July 2011 was read and passed Proposed by Dr. RM.Meyyappan and Seconded by Dr. A. Mohan.
4. Hon. Secretary read his report, the awards for the year 2012/13 were read.
5. The treasurer read his report which was passed. Proposed by Dr. Mallikarjuna Reddy and seconded by Dr. Jayaraman.
6. The nominations for the various posts were read.  
Dr. Kesavamurthy R was declared elected for the post of President Elect and Dr. Ganesh Kamath was declared elected to the post Hon. Secretary .  
Dr. Illampurthy (Chennai) accepted the responsibility of Hon. Treasurer.  
The House congratulated the new office bearers. The House also thanked the outgoing President Dr. H. Krishna Moorthy.
7. The names of the new members were read out by the Hon. Secretary which was passed by the General Body .
8. The venue of ASU 2013 was discussed in detail. Dr. Maddappa (Organizing Secretary ) presented the details and invited the General Body to attend the same in large numbers.
9. The results of the papers were announced.

Best video Prize	Dr.Ginil Kumar (Kochi)
Best Podium Presentation	Dr. A Panda (Vellore)
Best Poster	1. Dr. Ganesh Prasath (Chennai) 2. Dr. Shyam K Ramesh (Thiruvananthapuram)
10. The President thanked the members for attending the Annual General Body Meeting and for their valuable suggestions.

**13.07.2013, MYSORE**

The meeting was called to order by the President Dr.KSN Chary

1. **Obituary** – A minutes silence was observed condoling the death of Dr.S.R Narayanan member from Tamilnadu
2. **Opening Address by the President** – Dr.Chary welcomed the members of the General Body. He thanked his team members of the ASU Council for the effort and support for various schemes starting with the first Mid Term Meet in Chennai in September 2012. He highlighted the following - discussion on the Constitution, introduction of amendments and resolutions, updating the directory, accelerating the membership drive, launching of the ASU website and finalising the Scientific Program for the Annual Meeting and the ASU workshop on Best Practices in Urology
3. **Approval of Minutes** of the 23<sup>rd</sup> Annual General Body Meeting at Hyderabad. The minutes earlier circulated to members in the Newsletter and posted on the website was passed proposed by Dr.H.Krishna Moorthy and seconded by Dr.A.Mohan

4. **Hon.Secretary 's Report** for the year was delivered by Dr.Ganesh Kamath. Copies of the report were circulated to the members and posted on the website as well. The report was passed – proposed by Dr.Mallikarjuna and seconded by Dr.Pitchai Balashanmugham
5. **Hon.Treasurer** Dr.C Illamparuthi read out the Treasurer's report. The audited Statement of accounts for the year was earlier circulated and also posted on the website. Special mention was made of the corpus donations from the Organizing Committee of the 22<sup>nd</sup> Annual Meet at Chennai of Rs.3 Lakhs, and USICON 2012 Bangalore of Rs. 25 Lakhs. The report was passed- proposed by Dr.AVS Reddy and Seconded by Dr.D.Ramesh
6. **Approval of New Members-** A record number of 125 New Member Applications were received and scrutinized by the Council and placed before the GB. The new members list displayed and posted on the website earlier was approved.
7. **Awards for the year 2013** was read out as follows – Prof.HS Bhat Oration – Dr. G.K Venkatesh, INU – Bangalore  
 Prof. PB Sivaraman Endowment Guest Lecture – Dr. Hemanth Tangaonkar,  
 Tata Mem. Hosp. Mumbai  
 Khivraj Memorial Symposium – Dr. A Mohan, Bangalore  
 Topic – Molecular Medicine – Applications in Urology  
 Dr. N Krishnamurthy Point/Counter Point debate – Dr. Ananth Kamath, Bangalore  
 Dr. K Ravishakar – Uro Radiology Quiz – Dr.Vasudevan, S- Trivandrum  
 MIUC fellowship – No applications  
 Dr. Ravindranath Travelling Fellowship – Dr. Shivakumar V – INU Bangalore  
 Dr. A P Pandey Travelling fellowship – No applications
8. Budget for the year 2013 – 14-
  - Financial Assistance for Academic activities of the zone
  - Grant of Rs 50,000/- for Paediatric Urology Workshop at Belgaum to be conducted by Dr. R B Nerli in November 2013
  - Grant of Rs 50,000/- for Pre Conference workshop at Annual Conference of Association of Souther Urologists (SZUSICON) 2014 – Dr. H Krishnamoorthy – Organizing Secretary.
  - A repayable advance of Rs 50,000/- towards pre Conference Workshop at Annual Conference of Association of Souther Urologists (SZUSICON) 2014
  - A repayable advance of Rs 3,00,000/- as seed money for the Annual Conference of Association of Souther Urologists (SZUSICON) 2014 Conference
  - Grant of Rs 50,000/- towards conduct of workshop on flexible scopy of the Urinary Tract Workshop – Dr. Ilamparithi, Govt Royapettah hosp. – Chennai  
 There was some discussion regarding the number and quantum of grants and partial financial assistance and profit sharing from the proceeds. It was decided that all such workshops and meeting to be conducted under the aegis of the ASU should follow framed guidelines addressing the following issues –
  - Format of applications to be submitted to the Council about the meeting / workshop

- Quantum of financial support and its nomenclature – seed, grant and partial financial assistance
- Audited Statements to be submitted & profit sharing of the proceeds

#### **9. Academic Programs for the year 2013- 14**

- Mock exam by the USI – applications from 2 Academic centres in the South was submitted to the BOE. The BOE urged the zone to decide on the centre and submit the same before September 2013
- Pediatric Urology Workshop under the aegis of ASU to be conducted by Dr. R B Nerli at Belgaum on 16<sup>th</sup> & 17<sup>th</sup> November 2013
- Mid Term Workshop termed – ‘ASU – Prof HS Bhat Mid term Workshop’ was approved by the council to be conducted from the interest generated out of the corpus donation from USICON 2012 proceeds. The GB approved the inaugural event would be organized by Dr. Ganesh Kamath in Chennai on November 24<sup>th</sup>, 2013. Members applauded the effort to showcase this event as a model CME without financial support from Industry and also raised the possibility of enhancing this corpus through member contributions. It was decided to issue notification inviting contributions on the website as well as Newsletter
- Flexibles in Urology – Workshop – March/April 2014, Chennai to be conducted under the aegis of ASU. Details of this workshop was to be decided by Dr. C Ilamparuthi and Dr. Ganesh Kamath

#### **10. Financial Report on the 23<sup>rd</sup> Annual Conference of ASU at Hyderabad –**

Dr. PVLN Murthy presented a summary of the accounts and gave a cheque of

Rs 11.60 lakhs. He also proposed that a sum of Rs 3 lakhs would be donated towards the proposed Dr. Nalini Venugopal CPC.

#### **11. Report on the arrangements for the 25<sup>th</sup> Annual Conference of ASU – Annual Conference of Association of Souther Urologists (SZUSICON) 2014 at Kochi.**

Dr. H Krishnamoorthy, ORG SECY presented to the GB the special arrangements for an eco friendly – no frills, go green Silver Jubilee Conference were being made and invited members to avail of discounted registration. He announced the Annual Meeting of UAK would be held on the morning of 8<sup>th</sup> August followed by the Pre Conference workshop and the Annual Meeting of ASU on 9<sup>th</sup> and 10<sup>th</sup>

#### **12. Venue for the Annual Conference of ASU-2015**

President Dr.Chary explained to the House that as per rotation it was the turn of APSOGUS to host the 2016 ASU Annual Meeting, however as the APSOGUS was hosting the USICON that year they had made a request to ASU Council to allow them to host Annual Conference of Association of Souther Urologists (SZUSICON) 2015 instead and request TAPASU to conduct the Annual Conference of Association of Souther Urologists (SZUSICON) 2016. This was accepted by the Council and also agreed by TAPASU Council represented by Dr.C.Gauthaman, Hon.Secretary and supported by Dr.Ravindranath, President TAPASU. APSOGUS informed the House they would finalise the venue and inform after their Annual State Meeting in Vijayawada



13. **Election of Office Bearers-** The following candidates were declared elected unopposed

President Elect - Prof.Thiyagarajan, Villupuram

Council Members - Dr. V. Rajagopal, AP & Telengana

Dr. Arun Chawla, Karnataka

As there were no nominations from Kerala the same was asked from the floor of the House- Dr.Ginil Kumar was proposed on the floor of the House by Dr.Joseph and seconded by Dr.Krishna Moorthy. He was declared elected as Council Member representing Kerala. The returning officer Dr.Keshavamurthy announced the results of the ballot for the member representing Tamilnadu- Dr.Nitin Kekre, Vellore

14. **State Council Secretaries** presented their report on the State level academic activities. As well as the dates, venue of the forthcoming Annual Meetings. These details will appear in the Newsletter as well as on the website

15. **Amendments and Resolutions-** A discussion followed on the issues previously circulated to the members and the following emerged

Amendments-Tenure of Council Members reduced to 2 yrs – was unanimously approved, however will come into effect only from 2015 onwards, as it has to be registered as a constitutional amendment and minutes approved at the next GBM Ex Officio status to State Council Presidents – Members advised this was already adopted 10 yrs back but subsequently not included in the handbook. Discussion on the floor of the House from Council Secretaries and Presidents of yester years ensued and it emerged that this was passed by the GB earlier, but not registered with the Registrar of Societies. Hence this requires repeat approval. This amendment was approved by the GB.

Include Lakshadweep in the geographic definition of ASU jurisdiction. It was approved by the GB.

Resolutions and Decisions:

Treasurer post to be available to members outside Chennai – Approved by the GB and included as By-Law in the Constitution – Proposed by Dr.D.Ramesh and seconded by Dr.A. Mohan

Typo Error in the existing bank account 'Association of Southern Urology' to be corrected as Association of Southern Urologists. Unanimously approved.

**Naming of CPC Proceedings after Dr.Nalini Venugopal** – agreed by the GB after approval by the Council. It was accepted the named CPC would be held on alternate years and the interest proceeds of the corpus would be used to facilitate the discussant.

**Acceptance of the annual 'ASU-Prof.H.S.Bhat Midterm Workshop'**. Unanimously approved by the GB and the details of its conduct as resolved by the Council would be posted on the website.

**One man one post:** Following a circular from the parent body USI to disallow any USI member from contesting a post at the national level if he holds a post in any State level or zonal council. As this resolution was defeated in the USI, it was decided by the ASU GB to drop this resolution.

**Renaming the ASU as South Zone Chapter of USI.** On repeated requests from the USI, vigorous discussion followed and the following emerged at the GB. Renaming is an arduous and long legal issue involving approval by the GB, dissolution of the Association, transfer of assets and reapplying to Registrar of Societies. ASU remains part of mainstream USI. Being the registered zonal body, it should retain this identity. Annual Conference of Association of Southern Urologists (SZUSICON) appended by the year will be used as the annual Conference title as well as for banking purposes for the event. GB resolved this renaming issue will not be discussed again.

**Electronic form of communication** – it was agreed henceforth the primary mode of communication from Hon Secretary would be only email. As the cost of print and post was considerable, it was accepted that henceforth the official messages and newsletters would be in e-form.

#### **16. Any other issues:**

Members objected to industry sponsored sessions during the non-plenary sessions and after some discussions, it was agreed that the following to be passed as resolutions.

1. No industry sponsored session will be allowed parallel during the conduct of academic sessions
2. Hon. Secretary supported by his scientific committee is empowered to restrict the number of papers and extend the duration of the non-plenary academic sessions if deemed necessary, after informing and coordinating with the Organizing Committee during the pre-Conference inspection visits.
3. Industry sponsored sessions will be allowed only before or after academic sessions, after obtaining prior consent of the Hon. Secretary .

The President thanked the members of the GB for actively participating and for constructive suggestions

#### **09.07.2014, KOCHI**

In the Chair: Dr R. Keshavamurthy, President – Association of Southern Urologists

1. The President called the meeting to Order after confirming adequate Quorum. The Agenda, which had been duly circulated to members, was then gone through item by item. The President observed that an agenda item – Appointment of the Auditor for the year – had been inadvertently left out. He sought the permission of the House to include

the same. Dr A. Mohan, seconded by Dr Mallikarjun Reddy, proposed the inclusion of the additional item in the Agenda. The members unanimously approved of the same.

2. There were no obituary references to be recorded.
3. The President welcomed the members, and thanked them for the support given to him, his team and the Association throughout the year. He expressed his happiness that the Association was growing, and that a variety of academic activities had taken place in the year gone by. He also expressed appreciation that the State chapters, too, had been growing and had organised good academic activities for the benefit of members. He expressed his gratitude to the Hon. Secretary Dr Ganesh Kamath, Hon. Treasurer Dr Ilamparuthi, President Elect Dr Thiyagarajan, immediate Past President Dr K S N Chary and members of the Executive Council for their commitment and hard work throughout the year.
4. The Hon. Secretary had circulated the minutes of the 24th Annual General Body Meeting held in Mysore earlier. There were no objections or modifications brought forth by the members. The minutes were passed as approved. Proposed by Dr N. M. Reddy, Seconded by Dr Vijayasankaran
5. The Hon. Secretary read out his report of the activities for the year, and presented salient features of the Association's performance. He expressed happiness that besides the regular meetings, a fully self financed Inaugural ASU- Dr H.S. Bhat Mid-term Workshop and Public awareness programmes (by the APSOGUS, KUA & UAK) were conducted during the year. He also shared that making membership of the ASU mandatory as a precondition for presenting papers at the ASU Conference resulted in a significant increase in the membership numbers. He also informed the members that the Council represented by the Secretary and Treasurer engaged with Registrar of Societies to meet some deficiencies regarding compliance and were able to obtain the registration certificate of the Association. There are some more pending jobs with the Registrar which hopefully will be sorted out in the coming few months and make our Association fully compliant. Some of the other initiatives taken by the Council include the following - fully functional Website, making mandatory all official communication with Members including Newsletters in electronic format as per the resolution passed in the Mysore GBM, correction of Member contact deficiencies and updating with new members and release of a special Silver Jubilee commemorative T shirt. As there were no points of disagreement or clarification pending, the Report was put to vote and passed. Proposed by Dr Joseph Philipraj, Seconded by Dr Laxman Prabhu.
6. The Honorary Treasurer had circulated the Audited Statement of Accounts for the year. The members accepted the accounts. The treasurer read out his report and presented the budget allocation for the year 2014 -15 and, after a brief discussion, the same was unanimously accepted. Proposed by Dr D. Ramesh, seconded by Dr R Jeyaraman.

SL NO.	TITLE/CATEGORY OF EXPENSE	ALLOCATION	DATE	REMARKS
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1	PRINTING OF MEMBER DIRECTORY 2014	RS.65,000	SEPT/OCTOBER 2014	ADVANCE PAID
2	SILVER JUBILEE COMMEMORATIVE SOUVENIR	RS.3,30,750/-	SEPT. 2014	ADVANCE PAID
3	DISTRIBUTION / COURIER OF DIRECTORY & SOUVENIR	RS.60,000/-	SEPT/ OCT. 2014	
4	AUDITOR FEE	RS 10,000/-		
5	GRANT FOR OUTREACH PROGRAM	RS.50,000/-	MARCH/APRIL 2015 CHENNAI	ORG. BY DR GANESH KAMATH/DR ILAMPARUTHI (CARRY OVER FROM 2014)
6	GRANT FOR FLEXIBLES IN URO WORKSHOP	RS.50,000/-	MARCH/APRIL 2015 CHENNAI	AS ABOVE, (CARRY OVER FROM 2014)

The President proposed that the services of the present Auditor be continued. This, too, was unanimously accepted after. Proposed by Dr Pitchai Balashanmugam, seconded by A. Mohan.

7. The Secretary read out the new members' names totalling 85 in number, and the General Body approved their membership. President related the efforts to correct innumerable deficiencies present in the 2012 Member directory and sought the permission of the GB to approve the completion and release of the 2014 Member Directory by current Hon. Secy. Dr Ganesh Kamath who has already submitted the drafts for printing. The House accepted the proposal and during this discussion, members also proposed that the Members' Directory be made interactive and placed on the website. This was accepted and GB accepted the resolution to henceforth stop printing the Directory and Handbook and make the same available to Members online.
8. The following awards were recommended by the council for the year 2015:
  - a. Prof H.S. Bhat Oration: Dr Shyam K Ramesh, Trivandrum
  - b. Prof P B Sivaraman Endowment Guest Lecture Dr Aneesh Shrivastava, Lucknow
  - c. Khivraj Memorial Symposium Moderator: Dr Suresh Bhat, Kottayam. Topic: MRI in Urology – Current perspectives & guidelines.

d. Prof N Krishnamurthy point-counterpoint debate Moderator: Dr Sanjay Sinha, Hyderabad

e. Prof K Ravishankar Uro-radiology Quiz Quiz Master: Dr A V M C Raju, Bhimavaram

f. Travelling Fellowships:

i. A P Pandey Travelling Fellowship: Dr Ranjit Shetty, Mangalore

ii. Dr Ravindranath Travelling Fellowship: Dr Arun Kumar, Chennai.

Dr A. Mohan shared with the General Body an omission that had occurred during the Khivraj Memorial Symposium – the contribution of the Khivraj family was not formally acknowledged, as is the practice. He had personally apologised to Dr C. Chinnaswami, who was instrumental in obtaining the endowment for this symposium, for this omission. He requested that the General Body place on record in the minutes the Association's gratitude to the Khivraj family. The General Body accepted this, and recorded its gratitude to the Khivraj family.

9. Proposed Academic activities for the year:

a. Dr H S Bhat Mid-term CUE: on 23<sup>rd</sup> November 2014, at Kochi Venue: IMA House. Organiser: Dr Sanjay Bhat Topic: Vesical Dysfunction – Womb to Tomb.

b. Outreach program (carry forward from 2014)-Workshop on Urology equipment maintenance & handling Date – March/April 2015 Venue – Chennai  
Organiser – Dr Ganesh Kamath

c. Workshop on Flexibles in Urology (carry forward from 2014) Date – March/April 2015  
Venue – Chennai Organiser – Dr Ganesh Kamath/Dr Ilamparuthi

10. Dr K.M. Madappa presented the financial report of the 24th Conference of the ASU held at Mysore in 2013. He expressed his happiness that the Conference was well received by the delegates. He also expressed happiness that the Scientific Programme was the largest at any ASU Conference so far. He presented a cheque for an amount of 1/3 of the net Surplus of Income (Rs.29 lakhs) over Expenditure incurred for the Conference. The President & members thanked him for the same.

11. Arrangement for ASU 2015: Dr Subba Rao Chodisetty, Org. Secretary presented a video showing the arrangements for the organisation of the Conference. He informed members that the dates would be 11th & 12th of July 2015. A workshop and the APSOGUS meeting on 10th July 2015 would precede the Conference. The venue would be NOVOTEL - Vishakapatnam. He welcomed members to attend the same in large numbers. He also announced that the tariffs for registration would be announced soon.

12. Venue for ASU 2016: Dr Gauthaman, Secretary of the TAPASU, announced that Pondicherry would be the venue for the Conference in 2016, and it would be conducted under the aegis of the Pondicherry city chapter. The Organizing Secretary & Venue would be decided in due course. Dr Keshavamurthy informed the members that President Elect would inspect the venue before it is finalised.

13. Election of Office Bearers: Dr.K. Thiyagarajan, President Elect who was the returning officer had presented the names of the new Office bearers to the President:



a. President Elect: Dr A. Mohan, Bangalore (as Dr Krishnaswamy Kannan had retired in his favour)

b. Hon. Secretary : Dr H. Krishnamoorthy, Kochi

c. Hon. Treasurer: Dr Chengalvaroyan, Chennai

Dr. Shivashankar & Dr. N. Vijayasankaran shared their concern that despite being the largest Zonal body, none of the young members were coming forward to shoulder the Council activities and previously served member is applying for a further term for the office of the Hon. Secretary. They urged the younger generation to come forward to take on responsibilities.

14. Reports of the State Chapters were presented by Dr Arun Chawla (KUA), Dr Pitchai Balashanmugam (TAPASU), Dr A V C M Raju (APSOGUS) and Dr Ginil Kumar (UAK)

15. **Amendments & Resolutions:** The Constitutional Amendment pertaining to the inclusion of Andaman & Nicobar into ASU was accepted as proposed by the Council. It was pointed out that the official name of Pondicherry had been changed to Puducherry and the same was adopted. Proposed by Dr Ashok Pandit, Seconded by Dr A. Mohan.

3b - The amendment pertaining to the addition of another State chapter to ASU as a consequence of bifurcation off erstwhile Andhra Pradesh into Telengana & Andhra Pradesh. The President informed the members that the members from the two regions of AP would meet and convey their decision to the ASU after the GBM of APSOGUS in November 2014. This amendment was dropped for the time being and would be reviewed based on the outcome of the GB of APSOGUS.

The amendment related to the same matter on the constituents of the ASU council members representing various States (12 – a) was similarly put on hold.

15 c-f - The amendment to include preparatory measures for e-voting in the form of having a cut-off date of 12 weeks before the date of the Annual General Body meeting was passed. The Secretary would circulate the list of candidates 6 weeks in advance. Electronic voting 2 weeks before the Annual GBM would be supplemented by onsite voting after elaborating the procedure on the Website. These were unanimously accepted after discussions. Proposed by Dr RM Meyyappan, seconded by Dr Pitchai Balashanmugam.

16. Dr H. Krishnamoorthy had sent a note for inclusion of a proposal for abolishing certain awards in view of the poor returns from the endowments. Dr. Keshavamurthy informed the House that a formal discussion was not being allowed on technical grounds as the notice of this proposal had not been given within the period of notice that the constitution mandated. He was however sharing this with the House for their reflection so that a decision could be taken at the next AGBM. Dr H Krishnamoorthy proposed that the awards and prizes for which the existing corpus was unable to sustain the awards be abolished after the donors had been intimated accordingly. Dr Keshavamurthy said that the council had discussed this and felt that it would be too drastic to bring this about immediately, and the council had suggested that this matter be formally revisited.

17. There were no communications from members regarding any issue that they wished to place for discussion at the GBM.

18. Dr Ganesh Gopalakrishnan, from the floor, proposed that a permanent establishment with a secretariat be set up to manage the secretarial work. Dr Keshavamurthy informed him that the Executive Council was seized of the matter, and a decision would hopefully be taken in the coming year.
19. Dr. Vijayasankaran inquired if whether the higher number of the ASU members would translate into more members in the USI Council. The President pointed out that the USI constitution had limited the membership to two council members from each zone.
20. Dr.K V Vinod brought out certain matters pertaining to the “Know Your Customer” advice from Reserve Bank in respect of account holders, and attention must be paid to the requirements. The President agreed that the incoming council would take this up with the Auditor.
21. Dr RM.Meyyappan discussed some points pertaining to some members seeking to contest a second time for an office, especially after reaching the highest post in the ASU Council, denying opportunities to younger members. The President informed him that this was permitted under the existing constitution, however, this may be considered to be introduced as an amendment during the next GBM.
22. Dr V Rajagopal offered an office in Hyderabad for the ASU, along with an IT-savvy Secretary . The President promised to place this for discussion by the Council.
23. As there were no other matters, the President thanked members for the successful conclusion of the General Body meeting, and wished them well. He also thanked the outgoing Hon Secretary Dr Ganesh Kamath & Hon Treasurer Dr Illamparuthi for their services to the Society.
24. The meeting was formally declared closed by the President.

#### **11.07.2015 VISAKHAPATNAM**

The meeting was called to order by the President Prof.K.Thiyagarajan.

The members observed 2 minutes of silence in remembrance of the senior members, Prof. Ranganatha Rao, Dr.M.G.Desai and Prof. David Joseph who expired recently. The Hon. Secretary informed the House that the obituary notes of these members were published and circulated in the Newsletter. The Hon. Secretary was requested to send a condolence message to the bereaved families.

The President informed the Council about the various activities of the society during the last one year and expressed his happiness on the progress of the society. The minutes of the last General Body Meeting held at Kochi which was circulated to all members through previous Newsletter was passed (Proposed by Dr. A. Mohan; Seconded by Dr.D.Ramesh).

The Hon. Secretary’s & Hon. Treasurer’s Annual Reports published and circulated in the last Newsletter was passed (Proposed by Dr. Keshavamurthy R; Seconded by Dr. Ganesh Kamath).

The Hon. Secretary informed the House that all necessary documents of the society's activities for the period 2002 – 2014 were submitted to the Registrar of Societies and the society got reregistered on 26.06.2015. A sum of Rs. 90,750/- (fee + penalty) + Rs. 42,000/- (processing fee) had to be expended in this regard. The House congratulated the Hon. Secretary for completing this difficult task in brief time.

The Hon. Secretary informed the House that 2 nominations (Dr.C.Mallikarjuna and Dr.Krishnasamy Kannan) were received for the post of President-Elect 2015 – 2016. The nominations were scrutinised by Dr. A.Mohan (President Elect) and were found to be in order. Dr.A.Mohan informed the House that Dr.Mallikarjuna had withdrawn his nomination in the afternoon and hence Dr.Krishnasamy Kannan was declared elected as the President Elect of ASU for 2015-2016 unanimously.

The Hon. Secretary informed the House regarding the decision of Council to award Prof. V. Ravindranath Travel fellowship for 2015 – 2016 to Dr. Paul Naveen, Guntur who was the only applicant for the same and Prof.A.P Pandey Travel Fellowship for 2014 – 2015 to Dr.T.Krishna Prasad, Bengaluru, who again was the only applicant for the same. The House agreed to this.

The Hon. Secretary informed the steps taken by him to contact the sponsors of various named Awards/Orations/Guest Lectures/ Fellowships and the decisions of the Council regarding the continuation of the same based on the letters received from them. The following were the decisions of the Council regarding the status of the above honours, which was informed to the House.

1. Prof H.S Bhat oration would be continued since ASU had instituted the same.
2. Prof. Nalini Venugopal Memorial CPC (for alternate years) would be continued since ASU had instituted the same.
3. Prof.P.B.Sivaraman Endowment Guest Lecture would be continued since the existing corpus was 3 lakhs.
4. Khivraj Memorial Symposium would be continued since Khivraj Chordia Trust had agreed to pay the balance amount.
5. MIUC Travel Fellowship would be continued since the corpus and the unclaimed interest would amount to Rs. 3,00,000.00. However, the Hon. Secretary was requested to contact the sponsors (SIU Indian Chapter) to relax the terms and conditions for selection of candidates for this Fellowship.
6. The decision on the continuation of Bangalore Urology Society Best Video Prize session was kept pending since the AGM of KUA was yet to inform their decision to enhance the corpus money.
7. Dr.Jayasekharan's Medal for Best Ideas and Innovations would be continued since sponsor agreed to enhance the corpus to Rs.3,00,000.00
8. Dr.N.Sethuraman Best Paper Prize Session, Prof.C.L.Ashok Kumar Best Poster Prize session and Prof.V.Ravindranath Travel Fellowship would be discontinued since the sponsors were not willing to renew the same. However Prof.V.Ravindranath had

agreed to enhance his existing contribution to Rs. 3,00,000.00 and name the Best Paper Prize session in his name.

9. The non-responders of other honours namely Prof.N.Krishna Murthy Point Counterpoint Debate, Prof.A.P.Pandey Travel Fellowship and Prof.K.Ravisankar Uro Radiology Quiz were to be discontinued.

Prof. Venugopal expressed his displeasure in discontinuing some of the named honours since he was afraid it would amount to dishonouring them. However various members expressed their feelings and suggested that the names of all these senior people who had sponsored honours would be archived and included in the records of ASU, to be remembered for ever. The House agreed finally to these suggestions and the duration of the honours to be implemented was decided as 7 years for an amount of minimum of Rs.3 lakhs (Proposed by Dr.R.Keshavamurthy and seconded by Dr.RM.Meyyappan). The House also entrusted the Council to renew the honours and approve new sessions, so that these could be implemented from Annual Conference of Association of Souther Urologists (SZUSICON) 2016 onwards.

It was decided to circulate guidelines for institution of new named honours in the next Newsletter and make open invitation to all members for applying for the above. It was also decided to make open invitation for applications for selection of Moderators for Debate, Uro Quiz and Khivraj Memorial Symposium for the year 2016.

The Hon. Secretary informed the House regarding Council's decision to select Dr. P.V.L.N Murthy as the Prof. H.S Bhat Orator, 2016 and Dr. Rajesh Ahlawat/Dr.Rajeev Kumar as the speaker for Prof.P.B.Sivaraman Endowment Guest Lecture 2016 (subject to their concurrence) (Later it was understood that Dr.Rajesh Ahlawat was already given this honour earlier and hence Dr.Rajeev Kumar was selected for the same). The House agreed to these.

The Hon. Secretary informed the members about the steps undertaken to create a consolidated Membership Directory with a single membership number and the status of membership mentioned, which had been circulated to all members for approval three months back. The Secretary further informed that there were no complaints or suggestions from any member regarding the directory and hence it was presumed that the directory was in order. The House requested the Hon. Secretary to publish the same when ready.

The House approved the list of names of Full and Associate Members who submitted their applications during 2014-2015.

The financial status of the society was discussed by the General Body and it was observed that there was an excess of expenditure over income in the previous year mainly due to the additional expenses incurred for giving Silver Jubilee Gifts to members. Further, there had been additional expenses for re-registration during the current financial year. Therefore it was decided to cut down allocation of funds for research and other similar purposes during the current financial year.

The General Body approved the venue of forth coming ASU – HSB Midterm Workshop as Manipal with Dr.Mohana Chandra Suvarna as Organizing Chairman, Dr.G.G.Laxman Prabhu

as Organizing Secretary and 'Second Opinion' as the Topic. The details would have to be informed to the Hon. Secretary by the core committee of this Workshop.

The accounts of Annual Conference of Association of Souther Urologists (SZUSICON) 2014, Kochi was presented by the Organizing Secretary (Dr. H. Krishna Moorthy) and was approved by the House. The organisers returned the advance amount of Rs. 3.5 lakhs and contributed an additional Rs. 1 lakh from the proceeds of the Conference.

Dr. A. Mohan presented his report on the facilities at Puducherry for conduct of Annual Conference of Association of Souther Urologists (SZUSICON) 2016, after his visit there one month back. He raised a few concerns regarding the main hall, transport etc. Dr.Kalyanram Kone, Organizing Secretary of Annual Conference of Association of Souther Urologists (SZUSICON) 2016 informed the House that the main hall would be completed soon; if not, alternate arrangements would be made at the venue itself (Mahatma Gandhi Medical College, Puducherry). The decision regarding this would be informed when the President & Hon. Secretary revisit the venue during TAPASUCON in September 2015. The AGM approved these suggestions.

The House accepted Kasturba Medical College, Manipal as the venue, Dr. Joseph Thomas and Dr.Padmaraj Hegde as the Organizing Chairmen and Dr.Arun Chawla as the Organizing Secretary for Annual Conference of Association of Souther Urologists (SZUSICON) 2017.

Dr.Mallikarjuna Reddy, Organizing Secretary of USICON 2016 at Hyderabad was not present to update the arrangements of the Conference.

The Hon. Secretary informed the House that the details of forth coming State chapter meetings were yet to be available and would be published in the Newsletter when available.

The AGM agreed to the decision of the Council to allot Rs.1 lakh as seed money for conduct of Annual Conference of Association of Souther Urologists (SZUSICON) 2016 and consider giving additional money when the financial status improved, against the request sent by Dr. Joseph Philip Raj for Rs. 5,00,000.00.

The House requested Dr.P.V.L.N.Murthy to speed up the proceedings to procure 80 G exemption for Hyderabad Urological Society so that the money held by ASU on account of Annual Conference of Association of Souther Urologists (SZUSICON) 2012 could be transferred to HUS immediately.

The House discussed the request for constitution amendment sent by Dr.Pitchai Balashanmugam. Since the reregistration process of ASU was completed only 2 weeks prior to AGM, it was decided to consider his request along with similar requests to be submitted by others during the next year.

Dr.Ginil Kumar suggested that papers for Annual Conference of Association of Souther Urologists (SZUSICON) be grouped based on topics, so that interested members could attend the sessions, based on the topics. The Hon. Secretary replied that this could be done only if adequate number of papers in each topic was available for grouping.

Dr.AMVC Raju informed that the Website was not accessible at times. The Hon. Secretary replied that since the Website was being updated very frequently, one need to refresh the same, before accessing every time.



The President thanked the members of the Council and adjourned the meeting.

### 09.07.2016, PUDUCHERRY

1. Dr. P. Venugopal rose to make certain averments even as the members were assembling and the President was ensuring that the hall was free of non-members (except the audio-visual team whose assistance was required for the meeting). The President, Dr. Mohan, pointed out to him that the meeting had not even been called to order, and an opportunity would certainly be given to Dr. Venugopal to make his points. Dr. Venugopal rose to say that no opportunity would eventually be given to him, and the President would close the meeting citing lack of time. Dr. Mohan assured him that members would be given enough opportunity, and requested Dr. Venugopal to let the meeting begin.
2. The meeting was then called to order by the President, Dr. A. Mohan after some more comments from the floor had been considered and appropriate clarifications given. Dr. R.Keshavamurthy pointed out that before the agenda could be taken up, the General Body 's approval of the Agenda had to be obtained. Approval of the agenda was then obtained from the assembled members after taking into consideration the assertions made by Dr. R. Keshavamurthy and incorporating the same by showing the subject "Conduct of USICON 2020" under an independent head, and not under "Other matters" as had been initially done.
3. The President informed the House about the sad demise of 4 senior members, namely Dr. C.L. Ashok Kumar, Dr. Vasant Krishna, Dr. P.S. Reddy and Dr. Jyothi Reddy during the months of April, May and June 2016, as published and circulated in the Newsletters. Various members including Dr. C. Chinnaswami, Dr. PVLN Murthy and Dr. Joseph Philipraj remembered the services of the departed souls and the House rose and observed a minute's silence in homage to the departed souls.
4. The President informed the House regarding various activities of the Association during the previous one year and expressed his satisfaction over several milestone achievements which could be made possible only through the collective effort of all the members.
5. A few members including Dr. D. Ramesh and Dr. R. Keshavamurthy wanted the discussion on the Venue for USICON 2020 taken up as a separate point, and not under the head "Other Matters". The President informed the House that this had been included as an independent point in the main agenda earlier when the agenda was approved.
6. The Minutes of previous Annual General Body Meeting held at Hotel Novotel, Visakhapatnam, published and circulated through the September 2015 issue of ASU Newsletter were confirmed and passed unanimously by the House. **(Proposed by Dr.**

**KSN Chary, Seconded by Dr. Ali Poonawala).**

7. The Secretary read out the Annual Report of the ASU for the period 2015-2016, which was again unanimously passed by the House. **(Proposed by Dr. N. Vijayasankaran, Seconded by Dr. Ganesh Gopalakrishnan).**
8. The Treasurer's Annual Report & Statement of Accounts (unaudited) were presented by the Treasurer. He informed the House that the final Audited Statement of Accounts were being prepared by the Auditor, which would be circulated as soon as it was available. Dr.R. Keshavamurthy objected to accepting these as the audited Statement had not been circulated in advance. Dr.G. Chengalvarayan pointed out that the audited Statement had reached him just the previous day, and hence could not be circulated. Dr.R. Keshavamurthy and other members expressed the view that there were several lapses in procedure and this pointed to lack of application of mind and supervision by the Executive Council.
9. The President ruled that the audited Statement would be circulated to all members and would be placed before the General Body at a later date for its approval. The President pointed out that the accounts of the ASU had been in disarray since 2012 on account of certain omissions and wrong entries made with regard to the surplus funds from Annual Conference of Association of Souther Urologists (SZUSICON)-2012. That had been carried over year after year since then. In the current year, the Treasurer & the Secretary had systematically engaged with our Auditor and the Hyderabad Urology Society over this matter, and the best solution in the circumstances had been reached. The President thanked Dr. PVLN Murthy for his great assistance in resolving this issue. The surplus funds of Annual Conference of Association of Souther Urologists (SZUSICON)-2012 that were lying in the ASU account would be handed over in full to the HUS after closing the Annual Conference of Association of Souther Urologists (SZUSICON)-2012 account which was still active. The House took note of the excess of income over expenditure and many members expressed the desire that the surplus should be wisely utilized.
10. The House approved the decision of the Executive Council to select Dr. Vijayasankaran N from Madurai as the Orator for Prof. H.S.Bhat Oration, 2017 and Prof. Aruna V Vanikar of the Institute for Kidney Diseases, Ahmedabad as the speaker for Prof. P.B. Sivaraman Endowment Guest Lecture, 2017.
11. The House unanimously approved the ASU Handbook, 2016 containing various guidelines and activities of the ASU, incorporating the suggestions of various members and approved by the Council of ASU. It was suggested to keep the ASU Handbook, 2016 in the E-Format only in the website, avoiding printing of the same.
12. The President informed the House that Kochi Urology Club and Urological Association of Kerala had submitted separate offers to host USICON-2020. The Council of the ASU had felt that the two bodies should jointly organise the

Conference, and all efforts must be made by both of them to come up with a joint team that met the requirements of the USI. Subsequently, the President of the UAK promised to work towards this. The Executive Committee of UAK which met on 8th July 2016 decided to conduct USICON 2020 jointly by UAK and Kochi Urology Club at Kochi. This information was passed on to the President by Dr. Nebu Issac Mammen, President of UAK. The President further informed that subsequent details regarding organizational matters of USICON 2020 would be informed by the hosts, after their General Body Meetings were over, and presented at the AGM of USI proposed at Mumbai, duly forwarded by ASU. Dr. D. Ramesh and Dr. Keshavamurthy objected, saying that the USI had already received a proposal from the Urological Association of Kerala. On inquiry from other members about what the correct procedure was, the President informed them that the Zone had to send the proposal to the USI before its annual General Body Meeting. He informed the House that plenty of correspondence had gone on in this matter, and following the Executive Council meeting of the Urological Association of Kerala on the afternoon of 8<sup>th</sup> July 2016, a fresh proposal had been finalized. Dr. Nebu Issac Mammen, the President of the Urological Association of Kerala, had personally informed the President of ASU of a fresh decision of the Executive Council of the Urological Association of Kerala to have the UAK & Kochi Urology Club as joint organisers. Dr Roy Chally made the point that the UAK Executive Council could not overturn the decision of the UAK General Body . The President Dr. Mohan pointed out there was time till the Mumbai USICON for submitting the bid, and that the ASU would make its recommendation based on the final decision of the UAK at its next General Body Meeting, in line with the stipulation of the USI, as officially conveyed. The General Body accepted the President's clarification about the procedure.

13. The House accepted the decision of the Council not to award MIUC Travel Fellowship, 2016, since there were no suitable candidates fulfilling the requirements for the same. Several members expressed the view that the stipulations in the fellowship were too rigid and no suitable candidate would be forthcoming, and that these stipulations should be relaxed. Dr. D. Ramesh informed the members that the matter of the MIUC being *sub judice*, no decision should be taken in this matter until the legal position of the fellowship was clarified by the court. Several members expressed the view that the ASU must engage with the donors of the MIUC Travel Fellowship and prevail on them to change the regulations. The President, Dr. Mohan, reasserted Dr. Ramesh's point that the matters *sub judice* included who were the rightful custodians of the MIUC funds, and therefore the ASU would have to wait for the judicial verdict in this matter before changing anything.
14. The House discussed the procedures for Institution of new endowed awards/sessions of ASU namely ASU-Pratheeksha Medal for Meritorious Post Graduate Student, ASU-NU Hospitals, Bengaluru Medal for Paediatric Urology

Debate and Prof. V. Ravindranath Best Paper Prize Session from 2016. It was observed by some members that though these were approved by the Council, there was some procedural error since the same was not ratified in the General Body . However many members felt the necessity for Institution of such awards/sessions and agreed to institute above endowed awards/sessions from this year onwards, since the corpuses for the same were already received from the donors. Dr. C. Chinnaswami & Dr. C. Ramesh Kumar specifically pointed out that nothing was wrong with receiving the money subject to approval of awards by the General Body . This was accepted by the members.

15. The list of 102 new members & 6 other members who applied for change in Membership Status had been scrutinized by the Executive Council, and had been recommended for approval by the GBM. The list was presented by the Secretary , and was approved by the House. **(Proposed by Dr. P. Venugopal, Seconded by Dr. Laxman Prabhu).**
16. The Treasurer informed the House that since there was surplus money in the income over expenditure for the last financial year ending March 2016, the new Council could prepare a budget for spending this amount for the forthcoming year keeping in mind the wishes of the members expressed from the floor.
17. The House approved the date and venue for the fourth ASU-HSB Midterm Workshop (27 Nov 2016 at the SSIHMS, Puttaparthi with the theme Urinary Stone Disease). Dr. R. Keshavamurthy would be coordinating with the SSIHMS authorities. The President thanked Dr.R. Keshavamurthy for taking on this responsibility.
18. Dr. Chodiseti Subbarao, organizing Secretary of Annual Conference of Association of Souther Urologists (SZUSICON) 2015, Visakhapatnam informed the House that the accounts of this Conference were finalized, audited and submitted. He then handed over Rs. 50,000.00 as the share of the surplus money from Annual Conference of Association of Souther Urologists (SZUSICON)-2015 held at Vishakhapatnam and due to the ASU. Dr.R.Keshavamurthy remarked that the organisers of Annual Conference of Association of Souther Urologists (SZUSICON) 2015 made `crores of money` in conducting the Conference and only a pittance money had been given to ASU. The House appreciated and thanked the organisers of the Conference.
19. Dr. Krishnasamy Kannan informed the House that he had inspected the venue and arrangements for conduct of Annual Conference of Association of Souther Urologists (SZUSICON) 2017 at Manipal and expressed his satisfaction over the same. Since Dr. Arun Chawla, organizing Secretary of the Conference was not present, the details of the PAN Card and hosts could not be made available to the House. Dr. Krishnasamy Kannan and the Executive Council would follow-up on this. There were some difficulties with respect to the opening and operation of the Conference accounts. The President, Dr.A. Mohan, requested Dr.R. Keshavamurthy who was the USI

Treasurer and had good experience in dealing with these matters to assist Dr. Arun Chawla in finding a solution.

20. Dr. Hamza Thayyil from Kozhikode informed the House that the Venue for Annual Conference of Association of Souther Urologists (SZUSICON) 2018 was being finalized either at Vythiri or at Kozhikode and details would be conveyed soon to ASU.
21. The President informed the House that the documents (FD Receipt, Passbook and Cheque Book) on the surplus amount remaining in the Annual Conference of Association of Souther Urologists (SZUSICON)-2012 at Andhra Bank, NIMS Branch, Punjagutta, Hyderabad started under the PAN Card of ASU, were handed over to the ASU, with the Secretary and Treasurer of ASU as the new authorized signatories. He further informed the House that the entire surplus money in the account was due to the Hyderabad Urology Society as per the undertaking signed by the then office bearers of ASU in 2013 with the Income Tax Department. Therefore, the President informed the House that steps were being taken with respect to closure of the Fixed Deposit, transfer of the principal and interest to the SB Account to Hyderabad Urology Society after closing the Annual Conference of Association of Souther Urologists (SZUSICON)-2012 Account at Andhra Bank, NIMS Branch, Punjagutta, Hyderabad. The Hyderabad Urology Society would issue a receipt for the amount and this matter would have satisfactorily concluded.
22. The General Body authorised the Treasurer to close all accounts pertaining to Annual Conference of Association of Souther Urologists (SZUSICON)-2012 being held at the Andhra Bank, Hyderabad, and hand over the balance in those accounts through a cheque to the Hyderabad Urology Society.
23. The Secretary informed the House that the details of State Chapter Meetings were not available as of now.
24. Constitution Amendments proposed by the Council, circulated to all members and incorporating their suggestions were unanimously approved by the General Body , except for the proposal to have the quorum for the General Body Meetings fixed at 100 or 1/3 the membership of the Association. It was decided to retain the quorum as it was at present. The House requested the Secretary to submit the amended constitution to Registrar of Societies, Chennai for registration so that it would come into effect soon thereafter. (**Proposed by Dr. Ganesh Kamath, Seconded by Dr. Kammela Sreedhar**).
25. Dr. Krishnasamy Kannan, Returning Officer of ASU Elections informed the House that the election for New Office Bearers was conducted smoothly and declared the following results:
  - 1) **President Elect 2016-2017** : Dr. C. Mallikarjuna, Hyderabad (sole nomination received)
  - 2) **Secretary 2016-2018** : Dr. Laxman Prabhu GG, Mangaluru



- 3) **Treasurer 2016-2018** : Dr. H. Krishna Moorthy, Kochi (sole nomination received)
- 4) **Council Member from Kerala 2016-2018** : Dr. Vinod KV, Thiruvananthapuram (sole nomination)
- 5) **Council Member from Karnataka 2016-2018** : Dr. Dilip Dhanpal, Bengaluru (Dr. Shivalingaiah had withdrawn his nomination in the forenoon of 9.7.2016)
- 6) **Council Member from Andhra Pradesh & Telangana 2016-2018** : Dr. Suryaprakash V, Nellore (sole nomination)
- 7) **Council Member from Tamil Nadu 2016-2018** : Dr. Prabhakar M, Erode (sole nomination)

26. The House congratulated the newly elected office bearers.

27. At this point, some members raised the issue of why the present Secretary had to submit his nomination for the Treasurer's post for the coming term. He was told to decline the post. Dr. Shivalingaiah repeatedly said that this was a denial of opportunity for younger members like himself who were keen to serve the Society and would do an even better job. The President Dr.A. Mohan explained that the posts available for contest in the Elections had been duly notified, adequate time as per the constitution had been given for any interested candidate to be nominated to any of the vacant post. Despite this, only one nomination was received for the post, and hence that person had to be declared elected as per the constitution. The returning officer had no choice in the matter.

28. Dr. Shivalingaiah said that the election for the Treasurer's post could be cancelled, and held from the floor of the House. Dr.A. Mohan pointed out that election to one post alone could not be cancelled as it would be both unconstitutional and illegal to do so. Dr. Shivalingaiah wanted to know what would happen if the entire election was cancelled and fresh nominations were called for again. Dr.A. Mohan pointed out that under the constitution, elections had to be held after a proper notification, giving time for nominations, scrutiny & withdrawals – they could not be held from the floor of the House. Dr. P. Venugopal wanted to know why the elections could not be cancelled and an extraordinary General Body Meeting called for at a later date with the sole purpose of holding elections. Dr.A. Mohan pointed out that this would mean no new office-bearer could take office, and the offices of the Secretary , President-elect, Council members from Kerala & Andhra Pradesh – Telangana as well as that of Treasurer would have to have to be shown as vacant in the statutory filings before the Registrar of Societies. In that eventuality, the Registrar might conclude that the Association was not capable of taking care of its affairs, could place the Association under administration and appoint an official of the Department as administrator. ASU would be unable to use any of its funds without the administrator's approval and may not be able to hold its annual meetings and other activities till such time as the Registrar choose to restore the status quo ante. The President said this would not be a desirable outcome for the ASU.

29. Dr. Shivalingaiah again asserted that the incoming Treasurer should step down and elections should be held from the floor as he was willing to shoulder the responsibility. The President told Dr. Shivalingaiah that his point had been made several times over during the discussion, and he should now permit the meeting to go on. Dr. P. Venugopal objected vociferously to this and said the President was being undemocratic and was not permitting members to voice their opinion. Dr.A. Mohan pointed out that as President he had a duty to conduct the meeting in an orderly fashion and the points that Dr. Shivalingaiah was making had been made several times over. He also pointed out that the provisions in the amended constitution precluded such an occurrence in future.
30. Dr.C. Chinnaswami felt that the incoming Treasurer should still consider relinquishing the post, and was assured that his suggestion would be reflected upon and considered.
31. The House discussed the possibility of rescheduling the timing of AGM in order to encourage the participation of more members. However various members opined that AGM if held during the day time would consume valuable scientific time and hence the proposal was not accepted by the House
32. The President thanked the House and declared the Annual General Body Meeting for 2016 closed.

#### **12.08.2017, MANIPAL**

The Annual General Body meeting was called to order by President, Dr. Krishnasamy Kannan. The President informed the house that the Society had lost of two of its senior members during the past one year namely Dr. D. Chandrasekaran and Dr. T. R. Murali. Dr. N. Vijayasankaran remembered their services to the Society in his condolence speech. The house observed a minute of silence as a mark of respect to the departed souls. The Secretary was requested by the house to send the condolence messages to the families of the bereaved.

The President in his opening remarks enlightened the house regarding the activities of the Society. He informed that the registration procedure at the Registrar's Office was almost over and they would issue the condonation letter shortly. Further he expressed his happiness on the proceedings of the Society and that he could achieve his motto of 'A step forward'. He thanked all the Council Members and others for their timely advice and support.

The Secretary informed that the Minutes of the AGM held at Puducherry in 2016 were circulated and that he had not received comments from any member.

Therefore the Minutes were declared passed (Proposed by Dr. D. Ramesh; Seconded by Dr. K. S. N. Chary). The Secretary informed the house that the matters arising of these minutes would be discussed in the Agenda to follow.

Dr. D. Ramesh remarked that as a point of order, it could be recorded that many Endowed Sessions/Awards approved in the previous AGM were instituted during the same year itself, which was not the convention.

The Secretary informed that the Secretary's Report also had been circulated earlier and he had not received comments from any member. He briefly highlighted the salient points in the

Report for the benefit of the members. The Report was then passed (Proposed by Dr. Ananth Kamath; Seconded by Dr. Ganesh Kamath).

The Treasurer presented the Audited Statement of Accounts of the financial year 2016-2017, which was already circulated. He simplified the accounts in a manner which the members could easily understand and explained the various heads under which the various corpora were kept and the mode of expenditure to be followed. The Report was passed (Proposed by Dr. Joseph Philipraj; Seconded by Dr. C. Gauthaman). The Treasurer apprised the house regarding the status of Registration of the society and the procedures undertaken after receipt of the letter from Registrar of Societies requesting the ASU to present the original documents for verification. The Treasurer further informed that against the notice served by IT Dept on 20.1.2017, he could present all the Cash Books for verification by them. The Treasurer also informed the house that the society was served another notice for Complete Scrutiny of accounts for the FY 2015-16, under section 143 (2) on 20.7.2017. The details of the probable discrepancies in

the accounts submitted, mainly pertaining to the Annual Conference of Association of Southern Urologists (SZUSICON) 2012 Account which was operational during this period, were also explained by the Treasurer to the house. The Treasurer informed the house that the Power of Attorney was already given to the Auditor to represent the Society in this matter and all available books of accounts, original bills/challans/vouchers of the conference, which were not available with the ASU office, were being retrieved from Organisers of the Conference. He further expressed his satisfaction on the help rendered by the local organisers thus far in providing him with some important details and their cooperation in sorting out the issue. Dr. A. Mohan, on the request of the President, apprised the members of consequences of such complete scrutiny, including "best judgement" decision taken by the scrutinising officer, minor penalties and the highest penalty with or without further prosecution. He requested the Treasurer to present the best case to the IT Dept, so that the Society would not be burdened with serious penalty. Though the President wanted to move a Resolution seeking the permission of the house to meet any

such financial liability, as decided in the Executive Council meetings after prolonged discussion on the matter, Dr. D. Ramesh remarked that the Society was left with no choice but to meet whatever penalty that would be eventually imposed by IT Department after the scrutiny would be over and that there was no need for any special resolution in this regard. The house agreed to this proposal of Dr. D. Ramesh and entrusted the Treasurer and the Council to go ahead with the proceedings and meet the financial liabilities from the funds available with the Society.

The Secretary informed the house that the Council had scrutinised the applications for various awards for the present year and that the results would be announced during the Valedictory Function, since the evaluation process of the candidates were ongoing.

Dr. M. Ramalingam, Coimbatore was selected as the Prof. H. S. Bhat Orator for the year 2018. Dr. Makarand Kochikar, Mumbai was selected as the Prof. P. B. Sivaraman Endowment Guest Lecturer for the year 2018.

The Secretary presented the list of 76 new members and the names of 23 members who had applied for membership conversions, after scrutiny of their applications by the EC. The house approved this list. (Proposed by Dr. Ananth Kamath; Seconded by Dr. Ramesh D).

The Treasurer informed the house that the budget provisions for various expenses were already presented by him in his report and hence there was no need to present another proposed budget for the forthcoming year. The house approved this.

Dr.Ganesh Gopalakrishnan informed the house that the arrangements for the forthcoming ASU-Prof H.S.Bhat Mid Term Workshop at Coimbatore were in full pace and that the details would be informed to members soon. He requested the Scientific Committee for the same to finalise the program and inform the Organisers at the earliest. Dr.C. Mallikarjuna suggested Carcinoma Bladder as the theme for the Workshop. These suggestions were approved by the GB.

The Secretary informed that Kerala would get the chance to hold the 6th ASU Prof H.S.Bhat Mid Term Workshop in 2018 and he had received the concurrence of Dr.Suresh Bhat of Medical College, Kottayam to conduct the same. The house approved this.

Dr. Kalyan Ram Kone, Organising Secretary of Annual Conference of Association of Souther Urologists (SZUSICON) 2016 at Puducherry informed the house that they had already submitted the audited statement of accounts for the conference and had donated 1 Lakh Rupees to the Society from their proceeds. The house applauded the efforts of the Organisers in conducting a good conference and donating the money within one week of concluding the conference apart from repaying the seed money given by ASU for initial expenses.

Dr.Poulose Chally, Organising Secretary of Annual Conference of Association of Souther Urologists (SZUSICON) 2018 to be conducted under the banner of UAK and Calicut Urology Club at Vythiri made a presentation on the facilities, proposed scientific activities and the registration fee structure for the conference. The house approved these and requested the Organisers to go ahead with the arrangements. The Secretary of ASU informed that the scientific committee would chart out the details of scientific program suiting the requirements of the venue and climate.

Dr. Chengalvarayan, Secretary of TAPASU informed that Coimbatore, Tamil nadu would be the venue for Annual Conference of Association of Souther Urologists (SZUSICON) 2019. This was approved by the house.

Dr. Vinod K V, Organising Secretary of USICON 2020 briefly highlighted the progress in the arrangements for the conference and would finalise the venue and dates subsequent to the visit by President Elect of USI soon.

Dr.Krishna Moorthy, Nodal Person for ASU-State Level Academic Programs informed the house that the selection of teams for Quiz-O-Mania was done by the State Associations, the Inter State finals were already conducted and The Zonal team for the National Finals at Jaipur was selected during the present Conference. He then presented the names of the Fellows selected by the State Associations for ASU-State Level Academic Fellowship (Dr.Manas Babu, Kochi; Dr. Nilesh Guru, Bijapur; Dr.Tejas, Puducherry; Dr.Jaheer Abbas, Hyderabad). The house approved these names. The Secretary informed the members that CMC, Vellore had intimated their willingness to accommodate these Fellows for a week's training and that Dr.Reddy's Lab would be the Academic Supporter for the current year. The house approved these decisions also.

The Secretary informed that details of the State Chapter Meetings held in the previous year were published in the Newsletter and thanked the Organisers for the excellent organisation of these meetings.

The Returning Officer for ASU Elections, 2017-18, Dr.KSN Chary announced that there were no elections conducted as there were retirement requests from some candidates making the election unanimous. He further announced that Dr. Chandrasekhar Ratkal, Bengaluru was declared elected for the post of President Elect for the year 2017-2018 and Dr.Arun Chawla, Manipal was declared elected for the post of Secretary Elect for the year 2017-2018. The

house congratulated the elected Officers and thanked the Returning Officer for the excellent job done by him for conduct of elections.

The following Constitution Amendments proposed by the Executive Council were presented to the AGM

**To be added**

**18. ELECTION TO THE OFFICES AND COUNCIL OF THE ASSOCIATION**

**K. Non-receipt of nomination for a post in the category of “Officer of the Association”**

i. In the event of no nomination for a post of “Officer of the Association” being received by the returning officer before the last date for nominations, the last date shall be extended for a further period of two weeks, and the same shall be communicated to all members by the secretary, requesting once more for a nomination.(Rejected with 14 votes For/17votes Against)

ii. If no nomination is received for a post of “Officer of the Association” by the Returning Officer before the last date for receipt of nominations, even after the extension period, the Secretary shall call for members to come prepared with nominations of eligible candidates to be made from the floor of the house at the Annual General Body Meeting. The amendment was accepted after the phrase “even after the extension period” was dropped as it had become infructuous after the first clause had been rejected.

iii. Where the nominations are made from the floor of the house, the election of such a person shall be announced only after the Returning Officer has verified the eligibility of the candidate for the post.

iv. If after the **post-facto** verification the Returning Officer finds the nomination invalid for reason of **non-eligibility**, the election shall be rendered **null**.

v. For the post(s) not filled despite procedure under **18(K)(i) to (iv)** above, they shall be filled at a Special General Body meeting convened for the purpose during any of the scientific activities of the Association conducted during the year but prior to the next Annual General Body Meeting. This was adopted after the phrase “during any of the scientific activities of the Association” was dropped.

vi. For purposes of calculation of term of office in this case, the term of the officer shall end on the date it would have ended had the officer been elected during the Annual General Body Meeting at which the post was to be filled originally.

**All adopted amendments were adopted unanimously.**

**13. Term of Office of Officers of the Association**

**E. TREASURER**

v. In the event of incumbent Treasurer being unwilling or unavailable to continue in office, the Secretary-elect shall discharge the functions of the treasurer. In the event that the Secretary-elect is unwilling to do so, the executive council shall appoint as the treasurer from one of the officers of the incumbent council to function as the acting treasurer till a duly elected treasurer is available to take charge at valedictory meeting of the annual conference of the following year. The person chosen to discharge the functions of the treasurer in this situation shall also be the authorised signatory for financial instruments.

**This amendment was adopted unanimously**

The Secretary was requested to file these Amendments with the Registrar of Societies, with appropriate numbering of the clauses approved by the GB.

The Secretary informed that there were no specific letters sent by members for discussion in the AGM.



The President thanked the house for meaningful discussions, useful comments and constructive suggestions during the meeting and closed the meeting.

### **11.08.2018, WAYANAD**

President Dr. Mallikarjuna C appealed to the members to permit him to reschedule the AGM to 6 PM as many members were in transit owing to unexpected natural calamity at Vythiri due to incessant rains resulting in floods. The house unanimously agreed to this.

The President called the meeting to order as rescheduled.

1. Obituary – The Association had lost Dr Eshwar Gowd one of its past presidents recently and a condolence resolution was moved by Dr Kammela Sridhar. Speaking about the departed member, Dr Sridhar described him as a friendly boss and a great organizer. The house rose and observed a minute's silence. The secretary was instructed to send a condolence message.
2. The President welcomed the members present in the house and thanked them for making it by braving inclement weather conditions and hardships of travel.
3. The Secretary later informed that as per statutory requirement, he had already circulated (20 August 2017) the minutes of the AGM held at Manipal last year within the stipulated period and submitted the same to the Registrar remitting appropriate fee. He also informed the house that the same had been re-circulated on Aug 6 2018 for recapitulation. There was no discussion on this item. Later the acceptance of this was proposed by Dr R Keshavamurthy and seconded by Dr KM Dineshan.
4. The Secretary's report circulated on 4th July 2018 was accepted unanimously by show of hands. The Secretary highlighted the important points in the report pertaining to membership, programs and efforts made to streamline pending issues at the registrar's office.
5. The treasurer presented the audited balance sheet for the financial year concluded (Circulated already 4th July 2018 after e-filing with ITO) and gave a bird's eye of various corpora and the likely interest that these would generate. He also touched upon the IT notice which was currently being answered and not resolved yet. Treasurer's report was passed unanimously, again by a show of hands.
6. The President expressed gratitude to three major donors-namely Prof P Venugopal for a generous contribution of Rs 2.0 Lakhs to enhance the ASU Prof. Nalini Venugopal CPC corpus, Dr M G Pai for contributing Rs 10,000 and Rajagiri Hospital, Aluva for promising to contribute Rs 50,000, both to enhance Prof H S Bhat midterm workshop corpus. The house applauded in gratitude.
7. Three new budgetary proposals were placed before the house, viz. 1. Corpus to conduct Annual Quiz (named as Quiz-O-Mania) Rs 2,00,000; ASU State Level PG Academic Fellowship Rs 6,00,000 and Research Fellowship for Rs 14,31,130. The Treasurer informed the house that the money allocated are in ASU's long term fixed deposits and it would be necessary to utilize the interest for these specified activities which is also required as a registered body enjoying the benefits of tax exemption under section 12 A of Income tax act 1961. Dr Poulouse Chally was not for life time allocation of such funds. Drs Ganesh Gopalkrishnan and Nitin Kekre felt that the funds should be amalgamated. Dr Krishansamy Kannan was for the allocations under various heads as proposed. The house after a fairly lengthy debate felt that the proposals have merit and hence should be passed with a rider that these corpora should continue for a

limited period of not less than 5 and not more than 7 years or till major donors to support them are found, whichever is earlier. The Research Fellowship corpus should be kept as ASU Research Fund Corpus, and the interest accrued could be utilized for conducting meetings on Research methodologies and any such academic matters relating to Research. The view of the house was formally proposed by Dr Nitin Kekre and seconded by Dr Krishansamy Kannan.

8. The treasurer announced that a limited allocation of Rs. 1 lakh had been made for Prof H S Bhat midterm workshop later in November this year, as requested by organisers and approved by EC.
9. The President announced that EC had shortlisted Dr Venkatesh Krishnamurthy to deliver the Prof H S Bhat Oration in 2019. This was accepted unanimously by the house (Acceptance proposed by Nitin Kekre, seconded Dr Ganesh Gopalkrishanan)
10. Dr K V Vinod informed the house that President Elect Dr Madhu Agarwal had done the spot inspection of the venue for USICON 2020 and satisfied himself with the infrastructure available at the various venue options. He also informed the house that the USI Council is planning to bring down the registration amount and will be finalizing the tariff soon. All efforts are being made to make the USICON a grand success and the registration process will start in Bhubaneshwar conference.
11. The President announced that EC had shortlisted Dr Amilal Bhat, Bikaner, Rajasthan to deliver the Prof P B Sivaraman in 2019. This was accepted unanimously by the house (Acceptance proposed by Nitin Kekre, seconded Dr Ganesh Gopalkrishanan)
12. The list of new members (73), including the status change (6) was read out. The house approved of the same. Dr K N Sanman observed that the waiting period for status change is long and hence the secretary should be empowered to regularize the membership from time to time. He was informed by the President that this requires an amendment.
13. There was no representative to brief the house about progress made by them with regard to Prof H S Bhat midterm workshop in Kottayam in November 2018. Dr Krishnamoorthy informed the house that the organizers were on the job and had promised to put up a good academic program.
14. The proposal to hold the Prof H S Bhat workshop in 2019 at Manipal was supported by Dr Nitin Kekre and seconded by Dr Bobby Viswaroop.
15. Dr Kuppurajan, organizing secretary of Annual Conference of Association of Souther Urologists (SZUSICON) 2019 at Coimbatore gave a short video presentation of the venue (Le Meridian) and registration fees. The dates would be July 12-14, 2019. He was asked to inform the EC whether or not the host – Coimbatore Urology Club was duly registered under the appropriate act. He promised to revert at the earliest. Dr Devdas Madhavan would be the organizing chairman.
16. The Venue for Annual Conference of Association of Souther Urologists (SZUSICON) 2020 would be Hyderabad and SOGUS AP and T will be the hosts. This was announced by Dr M Gopichand, Secretary of SOGUS AP and T.
17. Dr Arun Chawla presented the accounts of Annual Conference of Association of Souther Urologists (SZUSICON) 2017 and informed the house that a sum of Rs. 1,33,000 had already been credited into the ASU account as donation. This received applause from the house and the accounts were passed by the showof hands.
18. The only amendment to 13.B.i, 13.D.i, 13 E.i pertaining to candidates' eligibility for the ASU post was read out by the secretary and was accepted without debate.

19. The Returning officer read out list of valid nominations for various ASU posts and declared them elected. The newly elected office bearers are as follows: Dr Nitin Kekre-President Elect; Dr G Chengalavarayan-Secretary Elect; Dr S Joseph Philipraj - Treasurer; Dr George P Abraham-Council Member, Kerala; Dr M Shivalingaiah-Council Member, Karnataka; Dr Kamela Shreedhar, AP and Telangana State and Dr Avudaiappan Ponnambalavanan, Tamil Nadu.
20. State Chapter Meetings - This was not discussed for want of representatives
21. There were no letters from full members of the Association for discussion
22. President sought out for any other matter for discussion from the floor. There was none.
23. The president thanked all members and closed the AGM.

### **13th July 2019, Coimbatore**

President called meeting to order.

#### **1. Agenda of the AGM was approved by the House**

The President welcomed members present in the house and expressed and felt immense pleasure in being the President of ASU and all academic activities of ASU this year was of high quality.

#### **2. Obituary**

Hon Secretary informed the House about sad demise of Priyank Bijalwan. Dr Priyank had finished his MCh and Uro-Oncology Fellowship from AIMS Kochi. He passed away at the young age of 33 years. House rose and observed silence for one minute. House was told about sad demise of Dr Krishnamoorthy from Madurai by Prof P Venugopal. House observed silence for minute in the memory of departed soul.

#### **3. Confirmation of Minutes of Previous Annual General Body Meeting, 2018**

Secretary informed that minutes of previous GBM has been circulated and published in Sept 2018 newsletter. There was no discussion on this matter and minutes of previous AGM were passed unanimously. (Proposed by Prof P Venugopal, seconded by Dr D Ramesh).

#### **4. Hon. Secretary's Annual Report**

Secretary read Annual report of year 2018-2019, which was circulated by mail to all the members. Secretary informed the members that this report had details about academic programs under aegis of ASU, State Chapter meetings, new memberships and other important academic activities that happened in the zone. This was passed by Dr. Ganesh Gopalakrishnan and seconded by Dr. C. Mallikarjuna

At this point, Dr. Ramesh, stated that there were more invited faculty from other Zones in this annual conference. He suggested to have 3 to 4 invited Faculty from other zones for annual conference. Secretary informed that BEYOND ZONE– program of an hour is already being held in earlier conferences. This time invited Faculty has been put in Sessions in the areas of their expertise and there is no consolidated one hour program for Invited Faculty. Dr Santosh, queried whether any member missed opportunity of presenting their work in this conference. Secretary answered that every attempt was made to accommodate as many

papers as possible this year. Keeping in view limited opportunity for the presenters because of truncated conference last year in Waynad, all abstracts were adjusted in different categories and none of the abstracts submitted was rejected this year. Secretary informed that close to 300 abstracts were submitted, which was double the number of last year. Dr. Mallikarjuna C suggested we can have fixed grids for scientific programme. Question was asked about permission for any corporate sponsored event on the side-lines of ASU scientific program. President and Hon Secretary replied that as per protocol no permission can be given for any parallel activity during academic program of ASU conference. Dr. Ganesh Kamath suggested we can give a notification to members not to attend other programs if any being held.

#### 5. Hon. Treasurer's Annual Report

Dr Chengalavarayan read Treasurers report for year 2018-19 and presented audited and unaudited statements of ASU Accounts. He presented birds view of corpus of different accounts of ASU. The treasurer's report was presented and passed by Dr. Laxman Prabhu seconded by Dr. Keshavmurthy. Treasurer also presented Budget for next year. This included funds for zonal council member activity and workshop for scientific writing and budget for WEBSITE updating. The Budget for the next year was passed by the House (Proposed by Dr. Mallikarjuna Reddy and seconded by Dr. Mallikarjuna. C)

#### 6. Scrutiny of applications for Fellowships/Awards

Secretary informed members that names of 4 ASU State travelling Fellows, from each state have been received who will be visting AINU, Hyderabad for ASU State travelling Fellowship . Secretary informed that six applications for ASU- Prateeksha Gold medal for Best post graduate were received winner will be announced at Valedictory function.

#### 7. Prof. H.S. Bhat Oration – Dr A Mohan, Benagaluru

#### 8. Prof. P.B. Sivaraman Endowment Guest Lecture – Dr Sudhir Rawal, New Delhi

House approved the decision of Executive Council for having Dr. A. Mohan as the next year Prof. H. S Bhat Orator and Dr Sudhir Rawal as Speaker for next year Prof. P B Sivaraman Endowment Lecture.

#### 9. New Members, Change in Membership Status

Secretary informed that applications of 77 new members have been received for updating. Council has scrutinised these applications and recommended for approval by General Body. This was approved by the House.

#### 10. Academic Activities in year 2018-2019

The Secretary briefed on the zonal academic activities of the previous year and report of last year's ASU-Prof. H S Bhat workshop.

11. Secretary informed the House about Academic Activities for Forthcoming Year including sixth edition of ASU- Prof.H.S.Bhat Mid Term Workshop held in Kottayam, last year. The Secretary also communicated that the forthcoming year's EC member activity will be conducted by Tamilnadu and Andhrapradesh. Secretary stated that this year ASU Prof HS Bhat midterm workshop is being held Manipal. Theme for this is Uro-trauma.

12. Finalization of Accounts of the Previous Annual Conference of Association of Souther Urologists (SZUSICON) 2018, Wayanad.

Dr Paulose on behalf of the Organising committee of Annual Conference of Association of Souther Urologists (SZUSICON)-2018 detailed that accounts of last year conference has been finalised and audited. He announced that Rs. 3 lakhs from the balance money of the conference proceedings is being given to the ASU corpus. Dr Ganesh Gopalakrishnan on behalf of the members of ASU expressed it was a commendable gesture from the Organising team. President thanked Dr Paulose and received cheque on behalf of ASU.

13. Report of next Annual Conference, 2020 at Hyderabad

Dr. Purna Chandra Reddy, Organising Secretary for ASU conference 2020 presented the Conference arrangements regarding the forthcoming South zone Annual conference 2020 in Hyderabad. The propose tariff was also presented. It was approved by the house. (Proposed by Dr Krishnasamy Kannan and seconded by Dr M Prabhakar)

14. Venue for Annual Conference of ASU, 2021 State – Karnataka

Hon Secretary informed the august members that Bangalore Urology Society will be hosting South Zone Annual conference 2021 and Venue will be Bengaluru. This was conveyed by Hon Secretary of KUA to the Secretary ASU.

15. State Chapter Meetings.

Hon Secretary communicated that the State chapter meetings from 4 states will be held between September and November. This information will be put in the newsletter.

16. Election of Office Bearers

Dr Krishnasamy Kannan, Returning Officer for ASU Elections 2019, informed the Members present about Nominations received for posts of President Elect and Treasurer for one year. He informed that the General body that only one Nomination of Dr Ganesh Kamath, Chennai, was received for the post of President Elect and there was no application received for the post of Treasurer. Dr Ganesh Kamath nomination was found in order and declared elected. General body suggested the present Secretary-elect to continue as the acting treasurer for one more year. It was proposed by Dr Laxman Prabhu and seconded by Keshavmurthy.

17. Letters Received from Members for Discussion.

Hon Secretary informed the members about the letter from member, Dr Sanman K, requesting powers to be given to Council for induction of new members, so that ASU membership can be activated in a shorter time. It was discussed and the GBM felt that the constitution doesn't allow it. Members felt that proposal for amendment can be made for next year.

18. Constitutional Amendments

Hon Secretary informed the house about receipt of letter from Dr Krishnasamy Kannan with fourteen proposed amendments to constitution. Five New Clauses were proposed and rest were changes in existing rules. He informed that the proposal of these amendments have been circulated by mail. Secretary read all the amendments one by one. House deliberated and discussed all the Constitutional amendments. Members had varied opinion on this issue. Suggestions were to take amendments for next year, or discuss when strength of members attending GBM is more. Amendment No 4 regarding new post of Treasurer Elect and



Amendment 7 related to it was not approved. Amendment no 13 regarding candidate after getting elected to any ASU post if is unable to take the responsibility be disallowed to contest Elections for next five years was not accepted.

House agreed and later passed (Proposed by Krishnammorthy and seconded by Ganesh Kamath).

Secretary informed that these will be submitted to the Registrar.

#### 19. Any Other Matters

House gave permission to continue with Mr Kupuragan, Auditor of ASU accounts, for one more year. Dr Keshavmurthy suggested that auditors should be changed every three to four years.

#### 20. Adjournment

With no other issues from the House, President thanked the House and adjourned the meeting.

### **A Minutes of the Annual general body meeting held on 6th December 2020**

- The meeting was called to order by the President.
- It was informed that the official permission to conduct the virtual meeting was obtained.
- Obituary was observed for two of our members Prof.K.Ravishankar and Dr.V N Bhat.
- The President congratulated the Council and organizers for conducting a wonderful virtual meeting.
- Minutes of the previous AGM held at Coimbatore were confirmed  
Proposed by:  
Dr. Avudaiappan  
Seconded by:  
Dr. M.Shivalingiah
- Secretary's report  
Secretary said that last year all state conferences were well attended and nicely charted. This year the KUACON was conducted on virtual platform on the 7th and 8th of November. Regarding the ASU state fellowship 2019-20,the host was AINU, Hyderabad and one candidate Dr.Sridhar couldn't complete the fellowship. He also said two council member activities took place in 2019, kerala and Karnataka and one council member actively took place in 2020 I Tamilnadu. Secretary also told three webinars were conducted under the Ageis of the South zone and the 2019 ASU- Prof.H.S.Bhat midterm workshop was conducted in Manipal, with the topic "Urotrauma".

The Secretary's report was passed

Proposed by:

Dr.Ramesh

Seconded by:

Dr.Ganesh Gopalakrishnan

- Treasurer's report

The Treasurer presented the Auditor's report. He showed the income and expenditure statement till 31st March 2020, and told about the money that is available and the money that has been kept in the corpuses.

The Auditor's report was passed.

Proposed by:

Dr.M.Shivalingiah

Seconded by

Dr.R.Jeyaraman

The Treasurer requested the President to permit him to present this year's budget for the year ending 31st March 2021 and with the permission the Budget was presented with the details of the Bank Balance as on 30th November 2020.

The Budget was passed.

Proposed by:

Dr.Mallikarjuna Reddy

Seconded by:

Dr.Vinodh

- Fellowships

The MIUC fellowship for the year 2020 was given to Dr.Pramod Krishnappa from Bengaluru.

The ASU State fellowship were given to

Dr.Srinath Reddy- Andrapradesh Telengana

Dr.John Peter- Kerala

Dr.Shalabh Aggarwal karnataka

Dr.Prasanna Selvaraj Tamilnadu pondicherry

- ASU Prateeksha Medal for the meritorious postgraduate was given to Dr.Akshay Kriplani from Manipal.

- The Prof.H.S.Bhat Orator 2021 was given to Dr.Suresh Bhat from Kottayam.

- Prof. P.B.Sivaraman endowment Guest lecture was given to Brig. B.Routray from east zone.

- New members list was shown to the general body.

Associate- 31

Associate to full- 19

New full members- 02

The General body ratified.

- Since the Budget and the academic activities report were already presented the next agenda was

- 8th ASU-Prof H.S.Bhat midterm workshop report.  
Dr.Chengalvarayan presented the report and said that the theme of the workshop was " Non Neurogenic LUTS in male" and the programme had very good scientific content and also thanked the organisers for an excellent workshop.He also said that the workshop ended with a note saying that the next midterm workshop will be at Trichy in November 2021.
- Dr.Bharani kumar presented the finalization and submission of the Auditor's report for the Coimbatore 2019 Annual conference.He said from the Proceeds of the conference an equal amount of money left will be given to ASU. The General body expressed it should be shared as one third each to the ASU, State body and the parent organising body. Dr.Bharani Kumar agreed.
- Dr.Girish presented the report on the upcoming 32nd annual conference 2021 in Bengaluru.He said the conference dates will be 9th, 10th and 11th of July 2021 and Dr.Girish as well as Dr.Ramesh told that by Mid February, depending on the prevailing covid situation they will be able to tell us regarding conduct of the physical conference.
- The Annual conference 2022 was given to Trivandrum, with  
Dr.S.Vasudevan - Organising Chairperson.  
Dr.Renu Thomas - Organising Secretary  
Dr.C.H.Harris - Treasurer  
and the president elect will visit the proposed venue.
- The State chapter meetings were already presented in the Secretary's report
- Elections 2020-22  
Dr.P.V.L.N.Murthy the returning officer said that the following Nominations were received for the posts.  
President elect: Dr.Mallikarjuna Reddy

Secretary elect:

Dr.V.Surya Prakash

Council members:

Kerala: Dr.Vijay Radhakrishnan

Karnataka:Dr.S.Neeli

Andrapradesh Telengana: Dr.Chandramohan Vaddi

Tamilnadu pondicherry:

Dr.Santosh Kumar.

and there were only single Nominations for each post.

The General body declared them elected.

The returning officer said there were no valid Nominations for the post of Treasurer and asked the President and Secretary to call for the Treasurer from the floor.

Dr.Nitin Kekre the President proposed the name of Dr.M.Shivalingiah who was present in the AGM for the post of Treasurer. The returning officer said he was satisfied with the credentials of Dr.M.Shivalingiah.It was asked by a member whether Dr.M.Shivalingiah's Appointment should be confirmed by another executive council meeting since Dr.M.Shivalingiah is completing his tenure as council member just at the end of the present AGM. It was explained that it would be applicable to a person who is elected in his absence and since Dr.Shivalingiah is present it can be confirmed now itself. The President said Dr.M.Shivalingiah will be the Treasurer.

Seconded by:

Dr.Avudaiappan.

- Regarding letters from members the President told one letter came from Dr.Krishnamoorthy, the council deliberated upon it and after getting necessary advice felt it was an internal matter of UAK and replied accordingly.

Changes towards two existing ammendments were suggested by Dr.R.keshavamurthy

To add to the existing ammenment No.5

Members who have applied for the membership in any category shall be admitted by the council of the ASU after verifying their application. The members will avail the benefit of ASU Members except voting which could only be done after their full membership is ratified by the general body meeting.

Proposed by: Dr.Mallikarjuna Reddy

Seconded by:Dr.M.Shivalingiah

The general body agreed.

Election 18.f.

Existing

The election shall be held by electronic voting online two weeks to the AGM and also during the annual conference on the day of the AGM for the members who have not voted during the online voting process.

Changes:

The election should be held by electronic voting online two weeks prior to the AGM. The onsite voting during the Annual conference for those who have not voted is to be discontinued.The results would be declared by the returning officer after completion of the online voting process in the Annual general body meeting.The results have to be ratified by the AGM.

The changes were seconded by:

Dr.laxman prabhu.



Dr.Sanjeevan a member asked clarity on the cutoff time, after much discussions, the President concluded that the entire process of elections will only be on online and the process will be active for a minimum available period of one week and the whole process will end two weeks prior to the AGM.

Seconded by:

Dr.Sreedhar

Dr.Krishnaswamy kannan expressed that the typographical errors should be corrected.

#Auditor Mr Muthukaruppan who is the current auditor was also proposed for the next year

Seconded by: Dr.Mallikarjuna Reddy

General body approved.

#Secretary told that the ASU handbook is in the final stages with only this years prize winners, orators and speakers to be added. There was a USI Guideline on venue selection in the hand book, which the members felt can be removed and the General body accepted. To the already existing guidelines on GUTB and Non muscle invasive bladder cancer, it was requested to add the urology disability percentage evaluation Dr.Krishnaswamy Kannan was requested to help on it.

Dr.Krishnaswamy kannan agreed to it and said with the help of lawyers and 2 or 3 members he would try to do it.

#It was decided by the General body that hereafter Virtual Annual conferences will be done by ASU and Physical conferences by the centers. In the scenario in which the conference is held virtually, it will be taken as zero year and the rotation will start from thereon. This will be applied prospectively.

The President thanked everyone for a very good General body meeting and adjourned the meeting.



**MINUTES OF THE VIRTUAL ANNUAL GENERAL BODY MEETING HELD ON 8TH  
AUGUST 2021 AT 12.30 PM**

The President welcomed the general body .The permission to conduct virtual Annual general body meetings from the inspector general of societies was shown

The Agenda for the meeting was displayed and approved by the general body

Proposed by: Dr.Mallikarjuna Reddy Seconded by

Dr.K V Vinod

The President called the meeting to order.Obituary and one minute silence was observed for Prof V.Ravindranath one of the senior urologists of the ASU.

President's opening remarks:

President said that we are now having the second successive virtual AGM and we are eagerly waiting to experience a normal meeting in Bengaluru. He also said that we have conducted 5 council meetings, 3 webinars and workshop.The website is undergoing an update. With close to 1400 members there is increased administrative workload now on the Secretary requiring the need for good secretarial assistance in handling routine office matters. The revised ASU handbook will be released during the midterm conference of the ASU. We are planning to add protocols to be drawn for virtual meetings, policy decisions on future meetings and zero year.

The Minutes of the previous AGM were passed. The President told before passing that there was one change, Brig.Routhray who was selected for the Prof.P.B.Sivaraman endowment guest lecture expressed his inability to deliver the lecture hence we had to choose an alternative orator and Dr.Ramgopal from Miami was kind enough to accept our invitation.

Proposed by Dr.Chandramohan V Seconded by Dr.Laxman Prabhu G G Secretary's report:

The Secretary told that the ASU continued all its regular activities in the virtual platform this year.He also said that we have conducted 2 webinars and a chairperson workshop.We have created a pool of chairpersons and speakers from the names given to us by the state representatives. We have also obtained Annual zoom membership for our Association related meetings for one year. We have also called for applicants to host ASU travelling fellowship for the year 2022 and wish we could continue the same methodology in the future.

The Secretary said that on 27th of February a council member activity was conducted by Dr.Chandramohan and on 9th of April another council member activity was conducted by Dr.Siddalingeshwar Neeli and both programmes were well conducted and attended.

The Secretary thanked Dr.Nitin kekre, Dr.Santosh kumar and Dr.Arbind Panda for conducting the Chairpersons medical writing workshop on 28th of May.

The Secretary on behalf of the ASU thanked Amrita institute, Dr.Appu Thomas and Dr.Ginil Kumar for hosting the ASU state travelling fellowship 2020.

The Secretary announced the names of the travelling fellows for 2021 as received from the respective states

Tamilnadu pondicherry Dr Nikhil Ameerchetty Karnataka

Dr.Nipul Bansal Andrapradesh/Telengana Dr.Shanti laxmi Darga Kerala

Dr.R.Saravanan

The Secretary's report was passed

Proposed by  
Dr.Chandrasekar Ratkal

Seconded by  
Dr.Jagdeeshwar. T

Auditor's report was read out by Dr.M Shivalingiah

It was passed.

Proposed by Dr.Chandramohan V Seconded by Dr.Poornachandra reddy

The President announced that Dr.Milap shah from KMC Manipal is the winner of the ASU Prateeksha award for the meritorious postgraduate.

The General body approved the name of Dr.Jayaram reddy for Prof.H S.Bhat orator 2022

The General body approved the name of Dr.Ravindra Sabnis for Dr.P.B.Sivaraman endowment guest lecture 2022.

The Secretary announced the list of new members for associate membership and conversion from associate to full and the General body ratified it.

The Treasurer presented the proposed Budget for the year ending 31st March 2022.

Dr.Jayaraman and Dr.Vinod asked how can we utilize the money in the Savings bank account. The Treasurer explained that we already have enough income from Fixed deposits and hence need not be placed in another fixed deposit for now. The President said we shall discuss later with the Auditor regarding this and as of now it can be maintained for the working expenses of the Association.

The ASU- Prof.H.S. Bhat midterm workshop 2021 is supposed to be conducted in Trichy and the General body asked the representatives from Trichy to update regarding that. Dr.Krishnaswamy kannan representing Trichy requested the General body to consider this as zero year and Trichy would like to host the 2022 midterm workshop physically. After much deliberation the General body agreed that the 2022 ASU Prof H.S. Bhat midterm workshop will be given to Trichy and the 2021 ASU Prof H.S. Bhat midterm workshop will be conducted by the ASU in the virtual platform.

The Finalized accounts of the SZUSICON 2020 was presented by Dr.Purnachandra Reddy.

He said the amount left over after expenditure was rupees 1,13,978.

The Report on SZUSICON 2022.

Dr.Girish Nelvigi said the proposed venue for the conference is M.S.Ramiah medical college and the dates are 8th, 9th and 10th of July 2022.

He also presented the tariff for the conference.

Dr.Krishnaswamy kannan expressed that the Guidelines regarding the capacity for the halls have to be adhered to and the presented halls do not seem to have the required capacity and if found inadequate the organisers should have an alternate venue. The President clarified that the approval of the venue is subject to report from the President elect after his inspection and if travel restrictions continue we can ask Dr.Shivalingiah to conduct the inspection.

It was shown that the venue for 2023 is Trivandrum and the Organising Chairperson is Dr.S Vasudevan

Organising Secretary

Dr.Renu Thomas

and Organising Treasurer Dr.Harris

Regarding USICON 2025 -.the turn of Tamilnadu pondicherry, the President told as of now the only city that satisfies the guidelines is Chennai however Coimbatore and

Puducherry have also applied. The President told that Puducherry is unlikely to get approved as its not connected directly to the rest of the country and the venue proposed by Coimbatore is currently a covid centre and as the situation eases Dr.Mallikarjuna Reddy and Dr.Santosh kumar will have a inspection of Coimbatore venue.

The Secretary briefed on the state Annual conferences which concluded and also presented the dates for the upcoming state Annual conferences

Tamilnadu Pondicherry

24th, 25th and 26th of September 2021- Virtual

Kerala

2nd week of October 2021, Kottayam

Dr.Vijay Radhakrishnan representing Kerala said its Virtual meeting as of now.

Karnataka

1st week of November 2021,Shimoga

Dr.Siddalingeshwar neeli representing Karnataka told that its most probably virtual

Andrapradesh/Telengana

2nd week of November 2021, Vijayawada

Dr.Jagdeeshwar and Dr.Mallikarjuna Reddy told that they are planning for a physical meet as of now and will take a call as it comes closer, about a month from the conference.

Election of the office bearers

The President invited the returning officer Dr.Chandrasekar Ratkal to announce the results.

The Returning officer announced that there was only one applicant in contention, Dr.Avudaiappan. P as the other applicants had withdrawn already and announced Dr.Avudaiappan.P as elected for the post of President elect 2021- 22.

The President thanked the gesture shown by Dr.Laxman Prabhu and Dr.Joseph phillipraj on withdrawing from the elections.

There were no letters from members to be discussed and there were no proposed amendments to the constitution.



The General body approved to continue with Mr.V Muthukarupan as the Auditor for the coming year.

Any other matters

Dr.Chandrasekar Ratkal requested to keep the names of Dr.R Jeyaraman and Dr.Antony Devasia in a pool to be considered for the subsequent Prof H S Bhat oration.

The President told the General body that the endowed sessions Khivraj memorial symposium

Prof P.B.Sivaraman endowment guest lecture

Bangalore urological society video prize

Dr.Jeyasekaran medal for ideas and Innovations

ASU-NU Hospitals Bengaluru pediatric urology debate

ASU- Prateeksha award for meritorious postgraduate student Prof.V Ravindranath best podium paper prize

And

MIUC travelling fellowship

are subject for renewal in 2022 and suggested we shall fix an addition of amount raising the total corpus amount to 5 lakhs for a further continuation of 7 years. The General body agreed.

Members in the General body asked what can happen to the corpus amount in the event of the donor not willing to continue. Dr.Krishnaswamy kannan explained that this was already discussed in the executive council meeting in 2017 and then Treasurer in consultation with the Auditor has clarified that the amount will go into the general corpus of the ASU.

It was also suggested that in the event of a donor not willing to continue the session the ASU can invite for a new session.However adding an additional session to already existing sessions has to be decided by the Scientific and executive council of the ASU, considering the time constraints in the setting of a physical conference.

The President expressed that the executive council should formulate guidelines for the conduct of Virtual conferences and it should be included in the handbook.The General body agreed.



Dr.Ramesh said that in the event of the annual conference of the Association in 2022 becoming virtual, Bengaluru is ready to organize the virtual conference and finish their turn so that we can move forward. The General body accepted.

The President thanked the General body and adjourned the meeting.

**OFFICE BEARERS****PRESIDENTS**

<b>YEAR</b>	<b>NAME</b>
1990-1991	Dr. A.K.Annamalai, Bengaluru
1991-1992	Dr. Jayaseelan Mathias, Nagercoil
1992-1993	Dr. S.Varadarajan, Madurai
1993-1994	Dr. C.L.Ashok Kumar, Chennai
1994-1995	Dr. V.Ravindranath, Madurai
1995-1996	Dr. A.V.S.Reddy, Hyderabad
1996-1997	Dr. D.Thanikachalam, Chennai
1997-1998	Dr. K.Sasidharan, Manipal
1998-1999	Dr. N.Krishnamurthy, Madurai
1999-2000	Dr. (Lt.Col) K.M. Krishna Rao, Visakapatnam
2000-2001	Dr. H.K.Nagaraj, Bengaluru
2001-2002	Dr. N.Vijayasankaran, Madurai
2002-2003	Dr. Easwar Goud, Hyderabad
2003-2004	Dr. R.Jeyaraman, Chennai
2004-2005	Dr. G.K.Venkatesh, Bengaluru
2005-2006	Dr. R.Shivashankar, Bengaluru
2006-2007	Dr. RM.Meyyappan, Chennai
2007-2008	Dr. T.R.Murali, Madurai
2008-2009	Dr. D. Ramesh, Bengaluru
2009-2010	Dr. Pitchai Balashanmugam, Chennai
2010-2011	Dr. P. V. L. N. Murthy, Hyderabad
2011-2012	Dr. H. Krishna Moorthy, Kochi
2012-2013	Dr. K. S. N. Chary, Guntur
2013-2014	Dr. R. Keshavamurthy, Bengaluru

2014-2015	Dr. K. Thiyagarajan, Villupuram
2015-2016	Dr. A. Mohan, Bengaluru
2016-2017	Dr. Krishnasamy Kannan, Tiruchirapalli
2017-2018	Dr. Mallikarjuna C, Hyderabad
2018-2019	Dr. Chandrasekara Ratkal, Bengaluru
2019-2020	Dr. Nitin Kekre, Vellore
2020 - 2021	Dr. Ganesh Kamath, Chennai
2021 - 2022	Dr. N. Mallikarjuna Reddy, Hyderabad

#### SECRETARIES

YEAR	NAME
1990-1992	Dr. Ganesh Gopalakrishnan, Vellore
1992-1994	Dr. D. Thanikachalam, Chennai
1994-1996	Dr. P. Subramonian, Calicut
1996-1998	Dr. (Lt. Col). K. M. Krishna Rao, Visakhapatnam
1998-2000	Dr. T. R. Murali, Madurai
2000-2002	Dr. R. M. Meyyappan, Chennai
2002-2004	Dr. D. Ramesh, Bengaluru
2004-2006	Dr. Keshavamurthy R, Bengaluru
2006-2008	Dr. Pitchai Balashanmugam, Chennai
2008-2010	Dr. H. Krishna Moorthy, Kochi
2010-2012	Dr. R. B. Nerli, Belgaum
2012-2014	Dr. M. Ganesh Kamath, Chennai
2014-2016	Dr. H. Krishna Moorthy, Kochi
2016-2018	Dr. G. G. Laxman Prabhu, Mangaluru
2018-2020	Dr. Arun Chawla, Manipal
2020 - 2022	Dr. G. Chengalvarayan, Chennai

#### TREASURERS

YEAR	NAME
1990-1992	Dr. D.Thanikachalam, Chennai
1992-1996	Dr. V.Dhanapal, Chennai
1996-1998	Dr. R.Jeyaraman, Chennai
1998-2002	Dr. M.Ilangovan, Chennai
2002-2006	Dr. Pitchai Balashanmugam, Chennai
2006-2010	Dr. S. Ravikumar, Chennai
2010-2012	Dr. M. Ganesh Kamath, Chennai
2012-2014	Dr. C. Ilamparuthi, Chennai
2014-2016	Dr. G. Chengalvarayan, Chennai
2016-2018	Dr. H. Krishna Moorthy, Kochi
2018-2019	Dr. H. Krishnamoorthy, Kochi (acting Treasurer)
2019-2020	Dr. G. Chengalvarayan, Chennai ( Treasurer, additional Charge)
2021 - 2022	Dr, M. Shivalingiah, Bengaluru

**Secretary – Elect 2018-2020** Dr. G. Chengalvarayan, Chennai

**Secretary - Elect 2020-2022** Dr. V. Suryaprakash, Hyderabad

#### COUNCIL MEMBERS

YEAR	NAME
1990-1993	Dr. R. Janarthanan, Pondicherry Dr. B.V. Rama Raju, Hyderabad Dr. Dilip Adappa, Mangalore Dr. K. Sasidharan, Thiruvananthapuram
1993-1996	Dr. H.K. Nagaraj, Bengaluru Dr. R. Vasanth Krishnan, Hyderabad. Dr. N. Vijayasankaran, Madurai
1996-1999	Dr. V. Sathyanarayana, Kurnool Dr. T. R. Murali, Madurai Dr. Nebu Issac Mammen, Tiruvalla Dr. Xavier Assissi D' Souza, Mysore (1996-1997) Dr. G. K. Venkatesh, Bengaluru (1997-1999)

1999-2001	Dr. Dilip Javeli, Bengaluru Dr. K.S.N. Chary, Guntur Dr. M. Ramalingam, Coimbatore Dr. P.G. Antony, Thrissur
2001-2004	Dr. M. Ravinarayanan, Madurai Dr. Appu Thomas, Kottayam Dr. P.V.L.N. Murthy, Hyderabad Dr. D. Ramesh, Bengaluru (2001-2002) Dr. R. Shivasankar, Bengaluru (2002-2004)
2004-2007	Dr. Joseph Philipraj, Manipal Dr. Sanjay Sinha, Hyderabad Dr. Suresh Bhat, Kottayam Dr. Devakannan G, Chennai
2007-2010	Dr. Chandrasekhar Ratkal, Bengaluru Dr. Mallikarjuna C, Hyderabad Dr. K.Thiagarajan, Villupuram Dr. H.Krishna Moorthy, Kochi (2007-2008) Dr. Shyam.K.Ramesh, Thiruvananthapuram (2008-2010)
2010-2013	Dr. Darwin Therattil, Thrissur Dr. A. Mohan, Bengaluru Dr. Mallikarjuna Reddy, Hyderabad Dr. Krishnasamy Kannan, Tiruchirapalli
2013-2016	Dr. Arun Chawla, Manipal Dr. Ginil Kumar, Kochi Dr. Nitin Kekre, Vellore Dr. Rajagopal V, Hyderabad
2016-2018	Dr. Dilip Dhanpal, Bengaluru Dr. Suryaprakash V, Nellore Dr. Prabhakar M, Erode Dr. Vinod KV, Thiruvananthapuram
2018-2020	Dr. P. Avudaiyappan, Tirunelveli Dr. George P.Abraham, Kochi Dr. Kammela Sridhar, Hyderabad Dr. Shivalingaiah, Bengaluru
2020 - 2022	Dr. Santosh Kumar, Vellore Dr. Vijay Radhakrishnan, Trivandrum Dr. Chandramohan.Y, Hyderabad Dr. Siddalingeshwar Neeli, Belgaum

### Returning Officers for ASU Elections

2017 Dr. KSN Chary, Guntur  
2018 Dr. N. Vijayasankaran, Madurai  
2019 Dr. Krishnasamy Kannan, Tiruchirapalli  
2020 Dr. P.V.L.N. Murthy, Hyderabad



### **CORPUS ACCOUNTS OF ASU (AS ON 1 APRIL 2016)**

<b>1.</b>	ASU-HSB Mid Term Workshop	25.10 Lakhs
<b>2.</b>	Dr. Jeyasekharan's Medal for Ideas & Innovations	3 Lakhs
<b>3.</b>	Prof. H S Bhat Oration	3 lakhs
<b>4.</b>	Prof. P B Sivaraman Endowment Guest Lecture	3 Lakhs
<b>5.</b>	Khivraj Memorial Symposium	3 Lakhs
<b>6.</b>	ASU-NU Hospitals, Bengaluru Medal for Paediatric Urology Debate	3 Lakhs
<b>7.</b>	ASU-Pratheeksha Award	3 Lakhs
<b>8.</b>	MIUC Fellowship	2.5 Lakhs
<b>9.</b>	Bangalore Urological Society Video Prize	3 Lakhs
<b>10.</b>	Prof. Ravindranath Best Podium Paper Prize	3 Lakhs
<b>11.</b>	Prof. Nalini Venugopal Clinico-pathological Conference (CPC)	3 Lakhs

#### **Expenditure items & means of meeting expenditure**

##### **1. ASU – HSB Mid Term Workshop**

**(This will be a permanent corpus in ASU until the Executive Council and General Body Decide to reconsider)**

Interest accrued from the corpus set up for this purpose shall be spent for conduct of the workshop. Expenditure for this can be incurred on the following only:

- Payment for venue, *if any*
- Payment for audio-visual aids, *if any*
- Payment for backdrop, banners, stationery, secretarial expenses
- Payment for Coffee/tea & Lunch on the day of the workshop

Specifically, **no** expenditure from this shall be incurred on reimbursement of travel or stay of delegates or Faculty. Surplus money, that may remain, shall be added to the ASU Corpus for working expenses.

##### **2. Dr. N. Jeyasekharan Award for Ideas and Innovations**

**( for 7 years from 2016 –upto 2022. To be renewed in 2022 for continuation. If not renewed, the remaining amount in the corpus must be included in ASU corpus for working expenses)**

From the interest accrued on the corpus for this, a medal & certificate shall be awarded to the winner. Surplus money, that may remain, shall be added to the ASU Corpus for working expenses.

### **3. Prof. H S Bhat Oration**

**(This will be a permanent corpus in ASU until the Executive Council and General Body Decide to reconsider)**

From the interest accrued on the Corpus, a maximum of 85% shall be utilised for the following:

- a. Preparation of the Plaque presented to the orator
- b. Preparation of Certificate
- c. Travel expenses for the Orator – Economy class air fare or AC 2-tier train fare by the shortest route

No expenditure shall be incurred on any other head. Surplus money, that may remain, shall be added to the ASU Corpus for working expenses.

### **4. Prof. P B Sivaraman Endowment Guest Lecture**

**(for 7 years from 2016 –upto 2022. To be renewed in 2022 for continuation. If not renewed, the remaining amount in the corpus must be included in ASU corpus for working expenses)**

From the interest accrued on the Corpus, a maximum of 85% shall be utilised for the following:

- a. Preparation of the Plaque presented to the guest speaker
- b. Preparation of Certificate
- c. Travel expenses for the Orator – Economy class air fare or AC 2-tier train fare by the shortest route

No expenditure shall be incurred on any other head. Surplus money, that may remain, shall be added to the ASU Corpus for working expenses.

### **5. Khivraj Memorial Symposium**

**(for 7 years from 2016 –upto 2022. To be renewed in 2022 for continuation. If not renewed, the remaining amount in the corpus must be included in ASU corpus for working expenses)**

From the interest accrued on the Corpus, a maximum of 85% shall be utilised for the following:

- a. Preparation of a memento to be presented to the convenor
- b. Preparation of Certificates to be presented to the 99anellist99 & convenor
- c. Travel expenses– Economy class air fare or AC 2-tier train fare by the shortest route for **any one** 99anellist if the panellist is not a Urologist

No expenditure shall be incurred on any other head. Surplus, that may remain, shall be added to the ASU Corpus for working expenses.

### **6. ASU-NU Hospitals, Bengaluru Medal for Pediatric Urology Debate**

**(for 7 years from 2016 –upto 2022. To be renewed in 2022 for continuation. If not renewed, the remaining amount in the corpus must be included in ASU corpus for working expenses)**

From the interest accrued on the Corpus, a maximum of 85% shall be utilised for the following:

- a. Preparation of a medal to be presented to the winner
- b. Preparation of Certificates to be presented to the debaters & moderator

No expenditure shall be incurred on any other head. Surplus money, that may remain, shall be added to the ASU Corpus for working expenses.

#### **7. ASU-Pratheeksha Award for Meritorious PG student**

**(for 7 years from 2016 –upto 2022. To be renewed in 2022 for continuation. If not renewed, the remaining amount in the corpus must be included in ASU corpus for working expenses)**

From the interest accrued on the Corpus, a maximum of 85% shall be utilised for the following:

- a. Preparation of a medal to be presented to the winner
- b. Preparation of Certificate to be presented to the winner
- c. Presentation of the Cash prize (subject to a maximum of Rs.10,000 presently)

No expenditure shall be incurred on any other head. Surplus money, that may remain, shall be added to the ASU Corpus for working expenses.

#### **8. MIUC Fellowship**

**(for 7 years from 2016 –upto 2022. To be renewed in 2022 for continuation. If not renewed, the remaining amount in the corpus must be included in ASU corpus for working expenses)**

From the interest accrued on the Corpus, a maximum of 85% shall be utilised for the following:

- a. Preparation of Certificate to be presented to the winner
- b. Presentation of the Fellowship money

No expenditure shall be incurred on any other head. Surplus money, that may remain, shall be added to the ASU Corpus for working expenses.

#### **9. Bangalore Urological Society Video Prize**

**(for 7 years from 2016 –upto 2022. To be renewed in 2022 for continuation. If not renewed, the remaining amount in the corpus must be included in ASU corpus for working expenses)**

From the interest accrued on the Corpus, a maximum of 85% shall be utilised for the following:

- a. Preparation of Certificates to be presented to the first TWO prize winners
- b. Presentation of the Cash award - 60% of the residual cash as First prize (subject to a maximum of Rs.6,000 presently) , and 40% as the second prize(subject to a maximum of Rs.4,000 presently)

No expenditure shall be incurred on any other head. Surplus, that may remain, shall be added to the ASU Corpus for working expenses.

#### **10. Prof. V.Ravindranath Best Podium Paper Prize**

**(for 7 years from 2016 –upto 2022. To be renewed in 2022 for continuation. If not renewed, the remaining amount in the corpus must be included in ASU corpus for working expenses)**

From the interest accrued on the Corpus, a maximum of 85% shall be utilised for the following:

- a. Preparation of Certificates to be presented to the winner
- b. Presentation of a Cash award (subject to a maximum of Rs.10,000 presently)

No expenditure shall be incurred on any other head. Surplus money, that may remain, shall be added to the ASU Corpus for working expenses.

#### **11. Prof. Nalini Venugopal CPC**

**(This will be a permanent corpus in ASU until the Executive Council and General Body Decide to reconsider)**

From the interest accrued on the Corpus, a maximum of 85% shall be utilised for the following:

- a. Preparation of Certificates for the Presenter, Discussant, Pathologist & Moderator
- b. Preparation of a memento for the Pathologist
- c. Travel expenses for the Pathologist – Economy class air fare or AC 2-tier train fare by the shortest route

No expenditure shall be incurred on any other head. Surplus money, that may remain, shall be added to the ASU Corpus for working expenses.

#### **ASU Corpus for Working Expenses**

The corpus shall be created as follows:

1. The entire membership fee collected during the preceding year
2. Donations made by organisers of the national, zonal and other Conferences conducted during the preceding year under the aegis of ASU
3. Any other donations made during the preceding year
4. Contribution to this corpus account from surpluses of the corpus accounts from # 1 to # 11 above
5. The corpuses kept for various endowed sessions/awards will also get added to the ASU Corpus at the end of the time limit fixed for the same, unless renewed.

#### **Funds for working expenses**

All working expenses shall be met only from the interest earned on this corpus account. Expenditure to be met on any other head should be approved by the Council and presented to the General Body for ratification at the next Annual General Body meeting.

The following shall be considered working expenses for the purpose of utilisation of these funds:

1. Expenditure on Research/Outreach/Academic Activities including ASU Council member's program, as approved by the Council
2. Expenditure on taxes, tariffs, bank charges, etc. *that arise in the normal functioning of the Association*
3. Expenditure on maintenance of the Website
4. Expenditure on publication of newsletter & notices
5. Expenditure on publications of guidelines, workshop proceedings and other scientific publications as approved by the Council
6. Expenditure on prizes for non-endowed events as approved by the Council & General Body
7. Expenditure towards advance seed money to the Organizing Committee for conduct of the subsequent year's Annual Conference (of an amount not exceeding twenty per cent of the surplus of income of the Association over its expenditure for the previous year as per the audited Statement of accounts)
8. Expenses towards printing ballot papers for conducting ASU election
9. Secretarial Expenses – *Honorarium, Stationery, Postage, etc.* as approved by the Council
10. Expenditure for Council Meeting – *venue, refreshments, meals*
11. Treasurer's Expenses – *Payment towards financial instruments like bank-drafts, expenditure on revenue stamps, stamp-paper, notarisation, as applicable*
12. Auditor's Fees
13. Sundry expenses



## ANNUAL CONFERENCES OF ASU

### VENUES OF ANNUAL CONFERENCE OF ASSOCIATION OF SOUTHERN UROLOGISTS (SZUSICON)

No	Venues	Dates	Organizing Secretary
1.	First Estate, Yercaud	07 -08 July 1990	Dr. P.Viswanathan
2.	Birla Science Museum, Hyderabad	12 – 14 July 1991	Dr. R.Vasanth Krishna
3.	Central Food Technological Research Institute Auditorium, Mysore	11 – 12 July 1992	Dr. R.Krishna Rao
4.	Hotel Fort Manor, Thiruvananthapuram	14 – 15 August 1993	Dr. Rafeek Yusuf
5.	JIPMER, Pondicherry	09 – 10 July 1994	Dr. Santhosh Kumar
6.	Carlton Hotel, Kodaikanal	26 – 27 August 1995	Dr. V.Ravindranath
7.	Nagarjunasagar, Andhra Pradesh	27 – 29 July 1996	Dr. A.V.S. Reddy
8.	Hotel Taj Manjarun, Mangalore	15 – 17 August 1997	Dr. G.G.Laxman Prabhu
9.	Mammen Mappila Hall, Kottayam	02 – 04 October 1998	Dr. Appu Thomas
10.	Sri Ramachandra Medical College, Chennai	13 – 15 August 1999	Dr. Sunil Shroff
11.	Hotel Dolphin, Visakhapatnam	19 – 20 August 2000	Dr. K.M.Krishna Rao
12.	J.N. Tata Auditorium, Indian Institute of Sciences, Bangalore	14 -15 July 2001	Dr. R.Shivashankar
13.	Hotel Taj Residency, Calicut	10 – 11 August 2002	Dr. Hamza Thayyil
14.	Hotel Taj Connemara, Chennai	12 – 13 July 2003	Dr. R.Jeyaraman
15.	Hotel Manorama, Vijayawada	10 – 11 July 2004	Dr. Prashanth Kumar
16.	NIMHANS Convention Centre, Bangalore	9 – 10 July 2005	Dr. Rathkal C.S
17.	Hotel Mascot, Thiruvananthapuram	15 – 16 July 2006	Dr. Shyam K. Ramesh
18.	P.S.G. Institute of Medical Sciences & Research, Coimbatore	14 -15 July 2007	Dr. Ramalingam M
19.	SVETA, Thirupathi	11 – 12 July 2008	Dr. O. Ramesh
20.	KLE Society's J.N. Medical College, Belgaum	11 – 12 July 2009	Dr. Shrishailsh Amarkhed

21	Lulu International Convention Centre, Thrissur	7 – 8 August 2010	Dr. Darwin Therattil
22	GRT Radisson-Blu Hotel, Mamallapuram	9 – 10 July 2011	Dr. RM.Meyyappan
23	Hotel Marriott & Convention Centre, Hyderabad	14 – 15 July 2012	Dr. P.V.L.N.Murthy
24	Infosys Global Training Campus, Mysore	12-14 July 2013	Dr.K.M Madappa
25	International Convention Centre, Le Meridien, Kochi	8-10 August 2014	Dr.H.Krishna Moorthy
26	Hotel Novotel, Visakhapatnam	10-12 July 2015	Dr. Subba Rao Chodisetty
27	Mahatma Gandhi Medical College, Puducherry	8-10 July 2016	Dr. Kalyanram Kone
28	Kasturba Medical College & Hospital, Manipal	11 -13 August 2017	Dr. Arun Chawla
29	Vythri Resort, Wayanad	11 -12 August 2018	Dr.Poulose Chally
30	Hotel Le Meridien, Coimbatore	12 – 14 July 2019	Dr.Kuppurajan
31	Virtual- Hyderabad Urology Society	4-6 Dec 2020	Dr Purna Chandra Reddy
32	Virtual - ASU	6-8 August 2021	Dr. G. Chengalvarayan

#### SCIENTIFIC PROGRAM FOR SOUTH ZONE USICON

##### **Mandatory Sessions (with suggested time duration)**

Prof. H.S.Bhat Oration (20 min)

Prof. P.B.Sivaraman Endowment Guest Lecture (20 min)

Khivraj Memorial Symposium (45-60 min)

Dr.N.Jeyasekharan Medal for Ideas and Innovations Session (30 min)

Prof. Ravindranath Best Paper Prize Session (75 min, 6 papers)

Bangalore Urological Society Best Video Prize Session (75 min, 6 videos)

Prof. Nalini Venugopal CPC for alternate years (30 – 45 min)

ASU-NU Hospital, Bengaluru Pediatric Urology Debate (30 min)

Uro-Quiz (30 min)

Invited Papers from State Conferences Session (40 min, 4 papers)

##### **Optional Sessions**

Podium/Video/Poster Sessions

USI-Board of Education Academic Sessions

Debate

Guest Lectures

View Point

Subspeciality Sessions

How I Do It

Black Pearls

Tricks of Trade (Circumventing Problems)

Plenary Sessions

Point of Law

Journal Scan

Second Opinion

Review of Academic Sessions on Each Day

State of the Art (What is New)

Problems Faced in Single Urologist's Practice

Medical Statistics

Webinars, Video Conferences

New session as decided by the scientific committee can be added.

#### ASU-PROF HS BHAT MIDTERM WORKSHOP

No	Venues and Topics	Dates	Local Organizer
1	Hotel My Fortune, Chennai <b>Controversies in Urology</b>	24 November 2013	Dr.M.Ganesh Kamath
2	<b>IMA House, Kochi</b> <b>Vesical dysfunction – womb to tomb</b>	23 November 2014	Dr.H.Sanjay Bhat
3	Hotel Moti Mahal, Mangaluru <b>Second opinion</b>	22 November 2015	Dr.G.G Laxman Prabhu
4	Sri Satya Sai Institute of Higher Medical Education, Puttaparthi <b>Urinary Stones</b>	27 November 2016	Dr. Keshavamurthy R
5	Jenny's Club, Coimbatore <b>Bladder cancer</b>	19 November 2017	Dr. Ganesh Gopalakrishnan, Dr. S V Kandasami and Bobby Dr. Vishwa Roop

6	Golmedex hall, GMC, Kottayam <b><i>Urogenital Tuberculosis</i></b>	18 November, 2018	Dr. Suresh Bhat
7	KMC, Manipal <b><i>Urotrauma</i></b>	17 November 2019	Dr. Arun Chawla
8	Virtual SOUSAP/TS <b><i>Male Non –Neurogenic LUTS</i></b>	22 November 2020	Dr KSN Chary, Dr Sanjay Sinha Dr Jagadeeshwar
9	Virtual - ASU	21 November 2021	Dr. Suryaprakash. V

### **ASU Council Member's program**

#### **2017 Supine PCNL**

**Organized by:** Dr. Dilip Dhanpal ( Council member, Karnataka) & Dr. Arun Chawla, Manipal

Date: 9.3.2017

Venue : Kasturba Medical College, Manipal

Faculty : Dr.Guido Giusti ( Italy)

#### **2017 RIRS**

**Organized by :** Dr.V .Suryaprakash ( Council member, AP & Telengana) & Dr. Mallikarjuna C, Hyderabad

Date : 11.3.2017

Venue : Asian Institute of Nephrology & Urology, Hyderabad

Faculty : Dr.Anup Patel, United Kingdom

#### **2017 PCNL**

**Organized by:** Dr. M. Prabhakar (Council member, Tamil Nadu& Pondicherry)

Date: 11.6.2017

Venue: Kalyani Kidney care centre, Erode

Faculty: Dr.Ravindra B. Sabnis, Nadiad and Dr. Arul, Coimbatore

#### **2018 Pediatric Urology**

**Organized by :** Dr. K.V. Vinod ( Council member, Kerala) & Dr. Sanjay Bhat

Date :

Venue : Rajagiri Hospital, Kochi

#### **2019 Dr Rupin Shah Practical Andrology for Urologists**

**Organised By** Arun Chawla and Shivlingaiah (Council Member South)

Date : 10.03.2019, Manipal



**2019 UROLAPCON**

**Organised by George P Abraham- Council member ASU, Kerala**

26<sup>th</sup> May, Le Meridien Kochi

**2020 Uroradiology**

**Organised by Dr Avudiappan- Council member ASU, Tamil Nadu/Puducherry**

Virtual Event- 19<sup>th</sup> April 2020

**2021 PRIMER FOR ENDOUROLOGIST**

**Organised by Dr. V. Chandramohan, Council member - APT.**

Virtual: 27th February 2021

**2021 OFFICE UROLOGY**

**Organised by Dr. Siddalingeshwar Neeli, Council member aehely - Karnataka**

Virtual: 9th April 2021

**2021 FEMALE UROLOGY**

**Organised by Dr. Santhosh Kumar, Council member, Tamil Nadu & Pondicherry**

Venue: Dr. Jeyasekaran Medical Trust, Nagercoil

Date: 20th March 2022

**2022 PROSTHOCON**

**Organised by Dr. Vijay Radhakrishnan, Council member, Kerala**

Venue: Black Water Ripples, Kumarakom

Date: 8th May 2022



# GUIDELINES

## APPLICATION FOR ASU-PRATHEEKSHA AWARD FOR MERITORIOUS POST GRADUATE STUDENT

*(Please furnish details of papers presented/published and Awards/Fellowships won only after joining for Super Speciality course)*

Name & Address

Age/Sex

Date of joining for MCh (Uro)/DNB (Uro)

Department/Institution where DNB (Uro)/MCh (Uro) Course is being undertaken

Details of papers presented in Scientific Conferences before 1 July of the corresponding year of application: *(Attach separately. Please give details of papers where the applicant was first/presenting author only. Abstracts need not be submitted. Papers accepted for presentation during the Annual Conference of Association of Southern Urologists (SZUSICON) of the corresponding year may also be included)*

Details of papers published in Journals before 1 July of the corresponding year of application: *(Attach separately. Also attach copy of each article. Do not include articles which have been only accepted but yet to be published. All articles bearing the name of the applicant as author or co-author may be included)*

Details of Awards/Honours/Fellowships won in various Conferences during the course

Details of any other academic recognition obtained during the course

Any other information you want to provide

Signature

Date

### Recommendation from Head of Department

I hereby recommend .....for considering for ASU-Pratheeksha Award for Meritorious PG Student for the year ..... and his/her character/conduct are good. I also certify that the particulars provided above by the student are true and bonafide.

Signature

Date

### Scoring Pattern for ASU-Pratheeksha Award for Meritorious PG Student

Item	Status	Score Pattern	Total Score
No of completed years of MCh/DNB as on 1 <sup>st</sup> July	1/2/3	1 per year	
Presentations (as first/presenting author only) in Conferences	Regional/Others:	1 per presentation	
	ASU/National:	2 per presentation	
	International:	3 per presentation	
Papers published in Journals	Indexed in Pubmed/Scopus/Medline/ Embase/ExcerptaMedica/ Index Medicus/ Index Copernicus ( <i>as per MCI Guidelines, 3.9.2015</i> ):	2 Per Paper	
	Unindexed:	1 Per Paper	
Additional score for publications in Journals as first author	Indexed ( <i>as per MCI Guidelines</i> ):	2 per paper	
	Unindexed:	1 per paper	
Additional score for original article/research papers/review papers	Indexed ( <i>as per MCI Guidelines</i> ):	2 per paper	
	Unindexed:	1 per paper	
Awards/Honours/Fellowships won	Regional:	1 per honour	
	ASU/National:	2 per honour	
	International:	3 per honour	

Any other academic recognitions	Regional:	1 per recognition	
	ASU/National:	2 per recognition	
	International:	3 per recognition	
Marks obtained in Uro Quiz conducted by ASU (Out of 45)	Total Marks obtained:	Marks obtained	
Marks obtained in competitive exam held by ASU (optional) (Out of 50)	Total Marks obtained:	Marks obtained	
<b>GRAND TOTAL</b>			

## **GUIDELINES FOR INSTITUTION OF ENDOWED AWARDS/FELLOWSHIPS/ORATIONS/GUEST LECTURES/SESSIONS OF ASU**

### ***General Guidelines***

1. The endowed Award/Fellowship/Oration/Guest Lecture sessions will be included annually in the scientific proceedings of Annual Conference of Association of Southern Urologists (SZUSICON) from the year of inception of the same. The Executive Council has the power to limit the total duration of such endowed sessions, during the entire Conference, so as to give adequate time for conducting other academic sessions also.
2. The endowed Award/Fellowship/Oration/Guest Lecture will carry the name of an individual as desired by the sponsor, or of a professional Association or organisation that makes the donation. In the event the donor/sponsor does not indicate any name, the session will not carry any name, but will be acknowledged as being supported by an endowment from the donor/sponsor.
3. No sponsorship will be accepted from pharmaceutical companies, equipment manufacturers or any other entity having a business motive in supporting the activity, or is likely to be in conflict with guidelines issued by the government or regulatory authorities.
4. Such endowments or sponsorships shall be for a period of **seven years**; they may be renewed for a similar period with a fresh endowment of the value decided by the ASU for such endowments.
5. The endowed amount will be received by the ASU as a donation to form a corpus to the Association and will be audited. Only the bank interest accrued will be utilised for conduct of the session; at the end of the endowment period, the residual amount with accrued interest will revert to the common corpus of the Association.
6. The Rules and Regulations regarding the implementation, selection of the sessions and the duration of the sessions will be framed by the Executive Council of ASU, in consultation with the donors. The same will be presented to the General Body of ASU for ratification.
7. Such endowed events shall begin from the year following the year of ratification by the General Body .
8. The minimum endowment for an endowed event is presently fixed at Rs.3,00,000/- and the duration of such an event would be for 7 years from the year of inception. The donation is non-refundable; the amount for renewals will be revised by the Association from time to time, and the amount specified at that time shall be applicable for renewals.
9. Involvement of the donor in activities counter to the interests of the Association or any of its members, contrary to law or specifically proscribed by the Government or regulatory bodies will lead to discontinuation of the honour. In such an event, the corpus donation shall not be returned to the sponsor.
10. In the event of such an event being discontinued by the Association (for reasons specified above) or the donor, the same shall be open to a fresh endowment from another under the existing terms and conditions.

11. The Council of the Association shall be free to seek additional information, applicable documents or declarations from donors at the time of application to satisfy itself about the *bona fides* of the donor or donation.
12. Where the endowed event carries an individual's name, the donor shall furnish a photograph and brief bio-data of the person after whom the event is named. These shall be carried on the website of the Association and its directory. It shall be projected at the commencement of the respective session for the information of the audience.
13. Application for renewal or new proposals will be invited once in every seven years, or at such time as an event may become available for support through such endowments.

### ***Specific Guidelines***

#### **Endowed Orations and Guest Lectures**

1. The Orators & Lecturers shall be selected by the Executive Council based on the criteria (page number 205) laid down and approved by the General Body.
2. The topic of the oration or lecture should be relevant and contemporary and will ordinarily be suggested by the orator / lecturer based on their experience and expertise.
3. The Orator/Lecturer will be provided complimentary registration and hospitality by Organizing Committee.
4. The Association shall confer a memento and a certificate to the Orator/Lecturer.

#### **Endowed Fellowships**

1. These fellowships will run for the duration of the endowment supporting them; if the endowment ceases, these fellowships shall stand withdrawn.
2. Applications for Fellowships will be invited from all members of ASU who are eligible to apply for the same.
3. Applicants shall submit the proposals in the prescribed form, along with supporting documents.
4. Applications should be accompanied by letters of concurrence from the Institution in which the applicant proposes to pursue the fellowship.
5. The applications will be scrutinised & evaluated against objective criteria by the Executive Council.
6. The award will be announced in the Annual General Body meeting.
7. The activity planned for the fellowship shall be completed within 10 months of the date of announcement of the award; the awardee shall submit a report attested by the Institution at which the activity was undertaken; the report shall be submitted within one month of the completion of the activity.
8. On fulfilling the requirements in (7) above, the awardee will be presented with a certificate and a cheque for the fellowship amount at the inauguration ceremony of the following year's Annual Scientific Meeting.
9. Failure to fulfil conditions in (7) above will entail cancellation of the award and certificate; the fellowship amount will be returned to the corpus



## **Awards/Prizes**

1. Awards & Prizes are presently available in the following categories:
  - a. Best Podium paper
  - b. Best Video Presentation
  - c. Best Poster
  - d. Best Idea/Innovation
  - e. Quiz
  - f. Best Debator
2. A panel of referees designated by the Executive Council shall rate the submissions for the categories (a) to (d) above, and the requisite number of top submissions in each category shall be selected for presentation during the designated session(s).
3. Submissions not figuring in the list for competitive categories above shall be placed in non-competitive sessions.
4. The Awards & Prizes shall be determined by a panel of **not less than three** judges; such judges shall not be chosen from among the referees who evaluated the submissions in the first instances.
5. In the event of a tie on points, the judges for the session shall moderate among themselves and submit the list of winners duly signed by all of them. Every effort shall be made to arrive at a list of clear winners.
6. The names of winners shall be announced and the certificates & cheques for the prize amount/medal shall be presented at the Valedictory ceremony of the Conference.
7. If the judges are unable to resolve the tie, prize shall be jointly awarded, and any cash award shall be shared equally among such winners.
8. All such awards and prizes shall be subject to the winners being eligible to participate in the respective category as per rules framed for the same.

## **Moderators/Conveners/Quizmasters for Endowed Debates/ CPC/Quiz**

1. Applications/Nominations for moderators/quiz masters (for the Conference in the following year) in the prescribed format shall be submitted to the Secretary at least six months prior to the date of the Annual Conference.
2. The Executive Council shall choose the moderators/quiz master based on objective criteria.
3. The names of selected moderators/quiz masters for the next Conference shall be announced during the Annual General Body meeting.
4. In the event of a moderator/quiz master so selected being unable to discharge the responsibility, the Executive /Council shall name a replacement from the list of applicants/nominees considered earlier using the same criteria as earlier.

**GUIDELINES FOR CONDUCT OF ASU QUIZ / Quiz O Mania DURING  
Annual Conference of Association of Souther Urologists (SZUSICON)**

***Objectives***

The objective of the Quiz is to creatively evaluate the aptitude, knowledge, application and awareness of history mainly among postgraduate Urology Residents who are Associate Members of the Association.

The scores in the Quiz will be one of the parameters used for selection of postgraduate residents for various Awards/Fellowships of the Association.

The scores shall also be used to award various Prize(s) that may be endowed from time to time for the winner(s).

***Eligibility***

All members who are interested may participate, but only postgraduate residents shall be eligible for any prize(s).

***Duration***

The Quiz shall be of 30 minutes' duration; the questions shall be presented for the first 25 minutes, and the answers shall be given (after all the response sheets have been collected) in the next 5 minutes.

***Decisions & Objections***

The decision of the Quizmaster shall be final and no objections shall be entertained, as this is a time-bound competitive event.

***Selection of the Quizmaster***

The Quizmaster shall be selected by the Executive Council of the Association.

***Content of the Quiz & Format***

1. The Quiz shall be in the form of a Power-point (or similar) presentation
2. There shall be 45 question-containing slides
3. Each question-containing slide shall be projected for approximately 30 seconds
4. Responses shall be recorded only in the response sheets distributed by the ASU Secretary
5. Questions shall cover
  - a. Contemporary Urology
  - b. Urological history
  - c. Basic sciences as applied to Urology
  - d. Imaging sciences as applied to Urology
  - e. Research frontiers in Urology
  - f. Any other topic of Urological interest or relevance

6. The questions can have 4 possible responses, if presented in Multiple choice pattern
7. Where images are used, the image, the question and the responses shall appear on the same slide
8. The font size shall be such as to be visible from at least 10 rows
9. The quality of images shall be such as to enable easy visualisation
10. All material and questions shall be from verified sources

### ***Responsibilities of the Quizmaster***

1. The Quizmaster shall submit a declaration that the same set of questions has not been used in any other quiz conducted by him/her and shall sign a declaration of confidentiality
2. The Quizmaster shall be responsible for maintaining the integrity of the Quiz at all times
3. The Quizmaster shall adhere to the format given in these guidelines
4. The Quizmaster shall adhere to the timings given in these guidelines
5. The Quizmaster shall maintain confidentiality at all times
6. The Quizmaster shall ensure that questions & responses are verified from authoritative sources before they are included
7. The Quizmaster shall collect the blank response sheets from the ASU Secretary just prior to the commencement of the Quiz
8. The Quizmaster shall enlist an adequate number of volunteers to supervise the participants and collect the responses in time
9. The Quizmaster shall arrange for volunteers of sufficient seniority to evaluate the response sheets
10. The Quizmaster shall finish the evaluation by the next morning and hand over the results to the ASU Secretary
11. The Quizmaster shall also hand over a tabulated sheet of individual scores, duly signed, to the ASU Secretary
12. The Quizmaster shall hand over all the evaluated response sheets to the ASU Secretary along with the results
13. The Quizmaster shall not present the same quiz at any other competitive forum

### ***Announcement of Results***

The ASU Secretary shall announce the results during the Valedictory function of the Annual Scientific Meeting of the ASU and the President will give away the prizes.

### **Declaration of Confidentiality & Integrity by Quizmaster of ASU**

I, Dr \_\_\_\_\_, have been appointed Quizmaster for the ASU Quiz to be conducted during the Annual Conference of ASU to be held at \_\_\_\_ for the year \_\_\_\_\_ .

I hereby declare that

1. I have not presented the same set of questions at any competitive or noncompetitive event, anywhere, earlier.
2. I shall maintain complete confidentiality about the content of the Quiz at all times.
3. I further declare that I shall exercise due diligence in the selection of questions and verify the correct responses before incorporating them in the Quiz.
4. I shall arrange for volunteers to assist me in supervision during the administration of the Quiz.
5. I shall arrange for suitably senior volunteers to assist me in evaluation of the responses within the time period stipulated by the ASU Secretary .
6. I shall prepare a duly signed tabulated sheet containing the names of the participants & their scores and hand the same over to the ASU Secretary within the stipulated time period; I shall also hand over all the response sheets duly signed by me at the same time.
7. I shall endeavour to preserve the integrity of the Quiz at all times, and declare that I shall not present the same quiz at any future competitive event anywhere.

**Signature:**

**Date:**

#### **ASU QUIZ RESPONSE SHEET**

<b>Question</b>	<b>Response</b>
<b>1.</b>	
<b>2.</b>	
<b>3.</b>	

<b>4.</b>	
<b>5.</b>	
<b>6.</b>	
<b>7.</b>	
<b>8.</b>	
<b>9.</b>	
<b>10.</b>	
<b>11.</b>	
<b>12.</b>	
<b>13.</b>	
<b>14.</b>	
<b>15.</b>	
<b>16.</b>	



<b>17.</b>	
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<b>40.</b>	
<b>41.</b>	
<b>42.</b>	

43.	
44.	
45.	

### **GUIDELINES FOR CONDUCT OF ASU-PROF. H.S.BHAT MID-TERM WORKSHOP**

The ASU-Prof. H.S.Bhat Mid-Term Workshop was instituted to commemorate the doyen of Indian Urology, Professor Shashidhar Hattangadi Bhat (*Prof. H.S.B. to his contemporaries*) who established the specialty of Urology in India and was teacher and mentor to a large number of Urologists for over four decades. His humility, deep commitment to humanity and empathy for patients stood out throughout his life. He strove to pass these qualities on to his students, trainees, peers and those who sought his guidance and support during the early days of his career. He was also a strong votary of learning who acknowledged the everevolving nature of medical science, and exhorted Urologists to evolve continually and thereby render good care to the patients who came to them.

The Workshop has been endowed with a corpus contributed from the proceeds of USICON 2012 held at Bengaluru conducted by several of his students and the Association of Southern Urologists gratefully acknowledges this generous deed. Consequently, the first formal Workshop was held at Chennai in 2013.

#### **Objective**

The objective of this Workshop is to bring to the practising Urologist and trainee evolving knowledge in the expectation that patients would benefit from such learning. To be held annually, this programme will be unique with each year's programme focussing on one specific problem or issue in Urologic practice.

#### **Duration**

The duration of the Workshop will be for one day, on the Sunday closest to the 19th of November (death anniversary of Prof. HSB) every year.

#### **Venue**

Generally, it is expected that the programme will rotate through the constituent State Associations of ASU. The Council of ASU will evaluate applications routed through the State Associations and decide on the venue. Organisations/Institutions desirous of hosting the programme will apply in the prescribed form giving necessary details. The Council of ASU

will choose the venue based on the access and availability of infrastructure. A format for evaluation of the proposed venue will be available in the ASU Handbook and the ASU website.

### ***Content***

Suggestions for the topic each year will be sought from the members of ASU. The suggestions made by them will be evaluated for topicality, applicability to contemporary practice, interest it will generate among common Urologists and availability of expertise. The Executive Council of ASU will make the final choice of topic for the year and inform the organisers and other members. Each year's Workshop will have a single theme and that will be explored in detail.

### ***Faculty***

The Faculty for the programme will be drawn from among the Institutions and Urologists in the constituent States of the ASU. The selection of Faculty will be based on relevant expertise in keeping with the theme for the year, communication skills and availability. The selection shall ensure a good mix of senior and upcoming Faculty so that a combination of experience and enthusiasm can enhance the quality of the CME.

No honorarium or lecturer's fees shall be paid to any Faculty.

### ***Registration***

Registration will be open to anyone with interest in the subject, who wishes to attend. There shall be no registration fee, but ***pre-registration*** will be mandatory in order to enable organisers to plan logistics and make arrangements at the venue.

No accommodation shall be provided or arranged for by ASU or the local organisers. Attendees shall make their own arrangements for travel and accommodation.

### ***CUE Course Material***

A compilation of Faculty presentations shall be given to the participants. The material will also be placed on the ASU website.

### ***Credit Hours***

Local organisers and ASU shall strive to obtain credit points from the respective State Medical Council for the event. These shall be available only to pre-registered delegates who have provided full particulars at the time of registration.

### ***Sponsorship***

No sponsorship shall be taken from any pharmaceutical company/device or equipment manufacturer for the same. There shall be no trade displays at the venue.

### ***Content Planning, Schedule & Coordination***

The Council of ASU shall be responsible for this activity. A sub-committee may be constituted to coordinate this activity under the supervision of the Council. In all matters, the decision of the ASU Council shall be final.

### ***Communications***

All communications pertaining to the Workshop shall be the responsibility of the Secretary of ASU. The Secretary shall also be responsible for wide dissemination of information regarding the Workshop through website placements, E-mail, social media and Newsletters of ASU and USI.

### ***Programme Protocol***

The programme shall be inaugurated at a brief ceremony, by the President of ASU (or by the senior-most member of the ASU present). Whenever a member of Prof. H.S.B.'s family is present, he/she shall be mandatorily invited to join in the inauguration ceremony. The inauguration shall be marked by the lighting of a ceremonial lamp. The detailed protocol for the ceremony is given elsewhere.

### ***Schedule***

Inauguration	:	09.00 – 09.15 hrs
Morning session	:	09.15 – 13.00 hrs
Lunch break	:	13.00 – 13.45 hrs
Afternoon session	:	13.45 – 16.30 hrs

### ***Certificate of Participation***

Certificates of participation shall be given to all registered participants who have furnished full details. Where CME Credit points have been sanctioned, the same shall be indicated on the certificates.

The certificates may be in paper form or in an electronic format mailed to the registered Email addresses.

## **Guidelines for Organizing Annual Conference of the ASU (SZ-USICON)**

The Annual Conference of ASU (SZ-USICON) is the culmination of the activities of the Association of Southern Urologists (ASU) for the year. Therefore, it is important to provide guidelines for the infrastructure & logistics required to maintain a uniform standard of scientific deliberations, scientific exhibition, and social and cultural program year after year with improvement irrespective of the city or the venue, where the Conference is held.

The objectives of the Annual Conference are:

- i. To provide for high standards of scientific deliberations among the members and invited faculty and thereby to update on the new developments in the field of Urology.
- ii. To provide for exchange of views and ideas between members for better patient care, research, teaching and education of Urology in India.
- iii. To provide for social interaction between the members of the Society and their families.
- iv. To facilitate participation by the medical equipment industry, to enable them to display and demonstrate urological equipment technology products; and to provide for manufacturers of pharmaceutical & biological products an opportunity to present these to participating delegates and familiarize them with their use.
- v. To confer awards on those who have won them at the competitive scientific sessions; to acknowledge the contributions of chairpersons & conveners of scientific sessions to the Conference with certificates; to acknowledge presentation of papers and scientific material during the different sessions with certificates; and to acknowledge with certificates the attendance and participation of registered delegates.
- vi. To provide for the award of CME hours to the registered delegates, and contribute to their professional advancement and facilitate regulatory registration & renewal processes
- vii. To provide for Urology trainees & young Urologists an opportunity to demonstrate their innovative skills and knowledge of Urology enabling them to qualify for fellowships and Conference attendance support from fraternal Societies in other countries, and Institutions within India.
- viii. To conduct the Annual business meeting of the Society

The ASU organizes its Annual Conferences by rotation among its 4 States, once in 4 years in a State, by rotation and mandatorily in the second week of July or August as per the convenience of the local organizers and weather conditions prevailing in the local area.

The Annual Conference (SZ-USICON) is the Apex academic activity of the ASU. All material used for publicity, registration, solicitations, communication and correspondence shall carry the name of the Association of Southern Urologists, and the designated name of the



Conference shall be “**SZ-USICON – XXXX**” where “XXXX” stands for the year in which it will be held. The name of no other organization shall appear at the head of any such publication.

At present, the total membership of the ASU is more than 1300 and is likely to increase by 100 every year. The total number of delegates attending the Annual Conference will be more than 1000 including delegates from the other Zones and other countries and is likely to increase by 100 every year. Added to this, about 250 accompanying persons from the families of the delegates and about 200 to 250 persons from Trade apart from volunteers, audiovisual team, Event management team, Guests, etc. form the aggregate attending the 2 ½ days’ mega event of the Society.

These guidelines have been drawn keeping in mind the above details. They shall be revised periodically whenever there is a substantial increase in membership and at least once in 5 years in order that the contemporary requirements of the ASU, and expectations of members, are met. All such revisions shall be on the directions of the Executive council and shall become operational after being duly approved by the Council and ratified in AGM

For clarity, the guidelines have been categorized under different heads.

### **Selection of the Host city**

The host city of the Annual Conference shall be Metros and 'A' Class Cities.

Each State shall identify the City/Cities with suitable convention facilities (see requirements below) for the Conference in their state; the permanent infrastructure at the venues shall be complete at the time of submission, and the Conference shall be rotated among these cities in the respective State. While evaluating the cities that can hold these conferences, the State chapters shall work with the checklist provided by the ASU for this purpose: **Host city & venue checklist (Appendix 1)**. Applications from the State chapters for enlisting a city other than the previously approved cities shall be accompanied by a filled checklist certified by the President & Secretary of the respective State. State chapters are required to ensure that the permanent infrastructure at the venue is complete at the time of submission of the name of the city to avoid later difficulties due to incomplete infrastructure.

The council of the ASU shall consider all new applications for inclusion in the list of approved cities, and decide on grant of approval, during its business meetings.

### **Choice of city/Approval of city**

The approval of the city shall depend on the following criteria being met:

1. The city shall be connected to the metro cities by Air and convenient Rail/ road transport.
2. The city should have a variety of accommodation in hotels/guest houses/ hostels to cater to all types of delegates and postgraduates, with adequate number of rooms available for the number of delegates expected.
3. Public surface transport facilities should be available for the delegates to reach the venue of the Conference; alternately, a round-the-clock shuttle service from the places of official accommodation to the venue of the Conference and social functions should be provided by the organizers.

4. The city should offer sight-seeing and recreational opportunities for the accompanying persons.

### **Conference halls**

The City identified should have facilities of a centre with the following available on-site:

1. One air conditioned auditorium having a capacity of 1000-1200 persons for Plenary Sessions, Inaugural function and other common Scientific Programs (considering an average attendance of 50 to 60% members for the Conference).
2. One additional air conditioned hall of capacity 400-500 persons for concurrent sessions, Special group meetings and Annual General Body meeting.
3. 3-4 additional Air conditioned halls of capacity 200 -300 persons for concurrent sessions.

The required capacity of these halls must be reviewed every 2 years and revised as per the existing membership number and based on the attendance in the previous 2 SZ-USICONs.

4. Adequate space for display of E poster monitors (about 15 - 20 monitors) or regular posters (50 numbers) in each session.
5. Two Conference Rooms to accommodate 30 persons for conducting USI and Zonal Council Meetings, with audio-visual facilities and arrangements for serving Coffee/Tea, snacks or compact meals during the meetings.
6. Preview room for faculty & delegates to pre-load their presentation material and check that their presentations (including embedded videos) are working properly.
7. Covered Space for Trade exhibition that can accommodate about 100 -150 exhibition stalls of various sizes to spacious Premium stalls – Preferably on the ground floor to allow bringing heavy equipment for exhibition.
8. Adequate space for preparation & serving of meals to 600 persons at a time. The space available should be sufficient for placing one row of service counters for every 50 -70 delegates and spacious enough to avoid overcrowding. Apart from this, separate space should be available for serving coffee/tea/soft drinks during the Conference hours.
9. Dedicated space in the registration area should be provided for the following activities:
  - a. The Conference office of the Urological Society of India
  - b. The Conference Office Of ASU
  - c. Information & Announcement desk
  - d. Travel desk
  - e. Cloak room
  - f. Internet kiosks for use by delegates
  - g. Space for Medical Assistance
  - h. Waiting Lounge
10. One room/hall for the conduct of the ASU elections which should have the following provisions:

- a. Separate entry & exit doors to facilitate smooth unidirectional movement of persons coming to cast ballots
  - b. Space for 4-5 tables of 5' x 3' size to be placed with a wide central aisle
  - c. 4-5 tables of 5' x 3' size, covered with table cloth
  - d. 2 chairs per table, and 6 – 10 additional stray chairs
  - e. Area for placement of 2-3 polling stations suitably enclosed to provide complete privacy to persons casting their votes
  - f. A lobby/waiting area outside the election room for candidates and/or their agents to sit during the polling process
11. An adequate number of toilets/rest rooms (separate for Gents & ladies) with hygienic interiors and customary amenities available in hotels.
  12. Lift/Lifts if the building has more than 1 floor.
  13. Adequate signage and fire-safety installations in all areas of the Conference.
  14. Controlled access to the Conference hall and dining areas
  15. Round-the-clock security in the Trade Exhibition area and the public areas
  16. Provision of an adequate number of drinking water stations

It is desirable that the venue for the scientific sessions, exhibition and dining be in proximity, connected and easily accessible from each other; the entry to the dining area is preferably provided through the trade exhibition area to provide an opportunity for delegates & exhibitors to interact.

#### **Contingency Plan:**

To cover for the rare case of a *force majeure event* like a natural calamity, fire accident, public disturbances, etc. that precludes the conduct of the Conference in the originally chosen venue, an alternate venue in the same city which meets all the requirements may be identified; this alternate venue may be incorporated in the letters of invitation and letter of recommendation from the zonal chapter at the time of original submission. It is expected that this will help avoid major disruptions in the organization of the Conference due to such occurrences.

If no physical conference is possible due to pandemic (witnessed in 2020) virtual conference may be arranged after obtaining the required permission from the registrar of society and after informing all the members. All the essential regulatory aspects of the conference including annual general body meeting may be done to comply with statutory legal requirements of the society.

#### **Invitation to host the SZ-USICON:**

The invitation for holding the Conference shall be extended by a Teaching Institution/ City Urology Association /State Urology Association from the Zone to host the Conference. Where the invitation is being extended by a City /State Urological Association (or equivalent body), the invitation shall be accompanied by a resolution passed by the members. The Invitation shall be sent to the State urological Society Secretariat at least 2 years before the Conference is due. The letter of invitation shall also include the completed check-list and a declaration that the proposed venue and

the alternate venue meet all the requirements. While submitting the invitation, the host organization shall also ensure that the following requirements are met:

1. The Host Association/Institution should be a body registered under law, after duly complying with all the statutory requirements for registration;
2. The registration shall be in force at the time of application, and the host must affirm that the registration shall be kept valid till the conclusion of the Conference and settlement of all accounts;
3. The host body shall have its own PAN card.
4. The host body shall have valid exemptions under Sections 12A & 80 G of the Income Tax Act, with an affirmation that these exemptions shall be kept valid till the conclusion of the conference and settlement of all accounts.

The invitation should indicate the availability of all infrastructure facilities for holding the Conference in the main venue & the alternate venue(s) (*see above*) and the names of the Organizing Chairman, Organizing Secretary and Treasurer. At least one of them should have adequate experience of having organized State/ Zonal Annual Conferences as Organizing Secretary.

On receipt of the letter of invitation for endorsement, the State Urological Society Secretariat shall verify that the proposed venues meet all the requirements as listed above. After such verification, the State Chapter shall endorse the invitation through a formal resolution of the State executive council, and after approval by the AGM of the State, forward the same to the Secretary of the ASU. Such invitations shall be submitted to the Secretary of Association of Southern Urologists by **15th November** of the respective year. The Secretary shall circulate the same to the members of the Council. The final choice of the city shall be made by the Council of the ASU at its business meeting and after approval in the AGM of ASU, shall be communicated to the respective State Chapter & local Organizing Committee in writing.

Alternatively, an Institution meeting the above criteria may submit an offer if there is no local City chapter of Urologists.

All Invitations shall be accompanied by the prescribed form (**Appendix 2**) duly filled and signed by the Chairman & Organising Secretary of the proposed Organizing Committee.

Either the Chairman of the proposed Organising Committee, or the Organising Secretary, should make a presentation covering the following aspects, supported with photographs and documents as applicable, in the AGM and/ Council meeting of the ASU, when required:

1. The proposed dates for the Conference as well as an alternate set of dates
2. The auditorium-complex or the other venue where the Conference is proposed to be held
3. The availability of halls and common areas as laid down in the guidelines from time to time
4. The travel options to the host city available to delegates
5. The accommodation for the delegates
6. The arrangements for local transport in case the venue is not in a hotel or convention centre with accommodation
7. The arrangements for audio-visual services

8. The programme(s) for accompanying persons
9. Any special restrictions at the venue/venues
10. The proposed registration charges

In the event of more than one proposal for hosting the Conference, the final decision of the venue should be arrived at a consensus between the proposing bodies in the Council meeting of the State. If consensus cannot be reached, the Executive Council of the respective State Chapter shall take the decision that the State chapter itself will be the host, at its meeting and the final single proposal shall be endorsed by the AGM of the Concerned State and forwarded to the ASU.

If there is no invitation from a State Chapter, the Conference will go to the next State Chapter in line as per ASU guidelines. Hence every effort must be taken to present a proper valid proposal from the State without fail.

### **Inspection of Proposed Venue**

The ASU President-Elect will inspect the proposed venue **one and a half** years prior to the proposed dates for the Conference. Travelling expenses of the President-Elect for this purpose (via the shortest distance) will be borne by the ASU. Lodging and local transport shall be arranged by the proposed Organizing Committee. The President-Elect will submit a report on the suitability of the venue, its readiness and any other matters to the ASU Council within one month of the inspection. If the ASU Council does not consider the venue to be ready or suitable, it shall propose an alternate venue suggested by the State to the subsequent Annual General Body Meeting for approval. Wherever possible, the alternate venue chosen shall be from among the original bidders. The venue should be finalised ONE year before the planned SZ-USICON, in order to start the Registration process for the planned SZ-USICON at least one year ahead of the event.

### **Organizing Committee:**

The Annual Conference of ASU is organized under the auspices of the ASU in collaboration with a local Organizing Committee, formed according to the selected venue. The Organizing Committee of the Conference should include the following members:

- i President – ASU
  - ii President-Elect – ASU
  - iii Hon Secretary – ASU
  - iv Hon Treasurer – ASU
  - v Secretary Elect – ASU
  - vi Treasurer Elect-ASU
  - vii ASU Council Members representing that State
  - viii President – State Chapter
  - ix Secretary – State Chapter.
- All these above Officers will be the Officers in effect in the Conference year.
- x Chairman – Local Organizing Committee
  - xi Secretary – Local Organizing Committee
  - xii Treasurer- Local Organizing Committee

The Organizing Committee of the Conference will be responsible for the overall organization & conduct of the Conference. The Organizing Committee may engage an Event Manager to facilitate the organization of registration, travel, accommodation, communication, and any other job assigned by the local Organizing Committee.

### **Conduct of the Conference**

The Chairman/ Secretary of the Local Organising Committee shall be in regular contact with the Secretary of ASU from the time of confirmation of venue until all outstanding matters including accounts have been satisfactorily settled at the end of the Conference. In addition, they will be required to present the progress in arrangements for the Conference during the Council Meeting(s) of ASU and in the General Body Meeting as and when required.

The Chairman & Secretary of the Organising Committee shall sign a formal undertaking accepting the terms for conduct of the Conference (**Appendix 3**).

The Council of the ASU will decide the scientific content and the timing of the official functions of the ASU. The local Organizing Committee shall adhere to the Conference program finalized by the ASU Council for that particular Conference.

### **Communication to Members about the Conference**

The Organizing committee will develop and update the SZ-USICON website and regularly maintain it. The Organizing Committee shall bring out the first announcement and brochure at least **12months** prior to the date of the Conference, and the second brochure at least **6 months** before the date of the Conference. It may bring out a third brochure if it so desires.

It is the policy and endeavour of the ASU to be environment conscious, and not to use paper communication as far as possible. The brochures may be circulated to members electronically keeping this objective in mind.

Upon receiving the final scientific programme from the ASU Secretary, the Organising Committee shall print the same as a booklet/ shall prepare a special downloadable software application to be distributed to all registered delegates & participants with the following information:

1. Dates, time and place (venue) of the Conference
2. Highlights of the Scientific Program for the Conference
3. The names of persons in ASU Council and Organising Committee who could be contacted in an emergency, and their contact numbers
4. A site-map of the Conference venue indicating the location of the different halls, trade area and dining area
5. Any prohibited or proscribed activities specific to the venue
6. Schedules of pick-up vehicles from hotels to the venue, and back
7. Arrangements made for the transportation of delegates and participants to off-site events like banquets
8. Details of activities for accompanying delegates, and the names & contact numbers of persons responsible for the same
9. Information on places of tourist interest nearby, approximate distances and the contact details of the authorised tour agent



10. Information about transport arrangement, if any, with charges
11. Information about institutional /sightseeing visits, if any, with or without charges.
12. Information on hotel/lodgings (list of hotels with detailed tariff / rates to be provided).
13. Train and air schedules to and from the Host city to different important cities of the country.
14. Details about climatic conditions.
15. Name of travel agent at the place of the Conference, if fixed up and known by the time.

This booklet/ information about the application shall be sent in advance to all pre-registered delegates. Additional copies/ guidelines to download the Conference application may also be kept at the reception counter.

#### **Scientific Activities:**

The Hon Secretary of the ASU in consultation with the Council/ Scientific Committee will be responsible for making the scientific program of the Conference.

The duration of the Conference will not exceed 2 1/2 working days or as decided by General Body from time to time. The scientific program will start from 8.00a.m. to 5.00 p.m. and a clock-work precision must be maintained to start and finish the scientific sessions in time.

#### **Getting ready for the Scientific Program:**

The abstracts for the scientific program will be invited by the Hon Secretary 6 months in advance and the last date for submission of scientific papers would be as per intimation from the ASU Secretary, every year. The papers will be reviewed by the scientific committee and the intimation of acceptance and the schedule of the program will be intimated 8 weeks prior to the Conference to the presenters. The scientific program will be printed by the local Organizing Committee and the printed program/ soft copy of the program by email, will be sent to all the members of the ASU at least one month before the Conference.

#### **Board of Education Programs:**

**BOE** conducts special programs as part of the Conference Scientific Program. The Final Scientific program from the ASU secretary will contain the details of this activity.

#### **Audio Visual Arrangements**

Audio visual arrangements form the backbone of the Scientific program of the Conference and can make or break a Conference. The Organizing Committee shall identify a provider with proven track record in this regard and entrust this aspect of Conference to them. It is preferable to assess the proposed venue with the chosen Audiovisual facility provider well in advance to plan the requirements for the successful conduct of the Conference, and to confirm that all the technological requirements can be met.

Additional input from the ASU Secretary regarding the planned programs in the Conference – like live telecast of operative procedures, video Conferences, webcast, etc. which require dedicated technological support and connectivity, will help in planning and executing the necessities of Conference to achieve the best result of a rich viewing experience, a standard benchmark of present day SZ-USICONS.

### **Responsibilities of the Organizing Committee (in respect of the Halls)**

All halls for scientific deliberations shall be suitably equipped for multimedia projection including LED Wall or similar technology, side screens and audio systems.

1. Timers shall be incorporated on the lectern-top monitors, or shall be placed separately in the line of vision of the speaker & chairpersons to indicate time lapsed, and the end of allotted time. A panel board with green, yellow and red lights should be available in every hall. It must be operated by the volunteers assigned in the hall for the prescribed time. The panel board should be visible to the speaker, chairpersons and audience.
2. Adequate space for chairpersons, a monitor screen for chairpersons, and a lectern for the speaker.
3. Volunteers or staff to assist in preparing the stage and moving furniture as per needs of each session (at least 4 volunteers shall be required per hall).
4. Hall co-ordinators from the Organising Committee should be present throughout the sessions and should be having the contact details of the important members of the Organising Committee.
5. All the halls should preferably be within the same building complex; if that is not possible, they should not be located more than 50 metres from one another, and must be connected by covered passages offering protection from rain and sunlight.
6. Smoking and food should not be permitted in the halls.
7. Persons not registered or children should not be allowed inside the halls.
8. No commercial advertising is allowed inside the halls during scientific sessions unless clearly authorised by the ASU Council.

### **Responsibilities of the Organising Committee (in Respect of the Scientific Programme)**

1. Preparing the halls and areas for the scientific sessions as per the guidelines.
2. Ensuring that all halls have power-supply back-ups, and checking the back-ups every morning and afternoon prior to the commencement of the sessions.
3. Facilitating the installation of stage props, screens, etc. as per requirements.
4. Facilitating the installation of audio-visual transmission systems in all the halls.
5. Providing prominent, easily readable displays of the scientific programme schedule at the reception/registration area.
6. Providing external "direction" signage at appropriate locations to assist delegates in locating the different halls easily.
7. Providing hall co-ordinators for each half-day, on all days, and at least four more volunteers who are familiar with all aspects of the hall and can guide presenters and participants.
8. Checking that all equipments, including timers, are in working condition prior to the commencement of the sessions every morning and afternoon.
9. Providing drinking water at the lectern and the chairpersons' table.
10. Providing mobility assistance for any speaker who may be in need of the same.
11. Provision of response sheets in the desired format for the Quiz and any other session for which the ASU Secretary has indicated that they are required.
12. Ensuring continual communication between the hall co-ordinators and the Organising Secretary.

### **Responsibilities the of ASU Office towards Annual Conference:**

1. The ASU Office & ASU Secretary will be responsible for the planning, preparation & coordination of the scientific programme.
2. The ASU Secretary & Office will be responsible for creating links to the Conference website on the ASU website and dissemination of the news of the Conference preparations through the ASU website and newsletters.
3. Will participate in the State Conferences and promote ASU membership and update the database of the members.
4. Will promote the Annual Conference on behalf of the Organizers to Urologists and Surgeons in India and abroad.
5. The ASU Office will help the ASU Secretary in the process of online paper/video /abstracts submission, review of papers/abstracts, selection of papers and publication of scientific program.
6. The ASU Secretary & ASU Office will be responsible for correspondence with invited Orators and Invited faculty.
7. The ASU Office will help the ASU Secretary in the selection of, and correspondence with the chairpersons, convenors and moderators for the scientific sessions during the Conference.
8. The ASU Office will help the ASU Secretary for communicating the finalised scientific programme to the Organising Committee for printing in the Conference booklet.
9. The ASU Secretary & Central Office will be responsible preparation of Gold Medals, Awards/Certificates/Mementos for award winners, orators and invited faculty.
10. The ASU Office will help the ASU Secretary for making arrangements for the conduct of Council meetings, election of office-bearers & the Annual General Body Meeting.
11. ASU official Booth will be managed by the ASU Office for the following:
  - a. Receiving membership & conversion applications
  - b. Updating database of members
  - c. Distribution of the ASU publications to the members
  - d. Solving any other problems of the members.
  - e. Pre-registering delegates for the subsequent year's Conference if the Organising Committee of that Conference so desires.

Volunteers for managing the ASU counter during the SZ-USICON will be provided by the local Organizing Committee.

### **Privileges to be Extended by the Local Organising Committee during the Conference**

The local Organising Committee shall extend the following privileges:

1. Complimentary registration, lodging and local transport to the President & Hon Secreatry of USI , if they are attending the Conference
2. Complimentary registration, lodging and local transport for the President & Hon Secretary of ASU
3. Lodging, meals during the Conference and local transport of 1 -2 office staff of USI
4. Lodging, meals during the Conference and local transport of 1 -2 office staff of ASU
5. Reimbursement of return air fare by the shortest route to the Hon Secretary of USI
6. Complimentary registration, accomodation & local transport to the Non-Urological participants in the scientific sessions like Invited Lecture, Symposium, etc. and to the Pathologist for the CPC when a CPC is part of the programme.
7. Accomodation and local transport for the ASU Auditor if he is required to be present at the Annual general body meeting.

8. Complimentary registration, accomodation & local hospitality for any official guests of ASU according to the list given by the Office of ASU Secretary.
9. Complimentary registration, lodging & local transport for the USI Council members, if the USI Council meeting is being held during SZ -USICON , in consultation with the ASU & The Organizing Committee.

#### **Requirements for ASU Office at Annual Conference Venue**

The secretariat of the ASU shall function from a designated area during the days of the Conference. The organisers shall provide a prime location in the main lobby or reception area for the setting up of the ASU office.

The organisers shall also arrange for the following:

1. The ASU Office must have electrical connections and broadband wifi internet connection.
2. Counter for placing 2 laptops and a printer with at least 3-5 tables and around 5-7 chairs.
3. Volunteers from local Organising Committee on each day of the Conference.

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The organisers shall also arrange for the following:

1. The USI Office must have electrical connections and broadband wifi internet connection.
2. Counter for placing 2 laptops and a printer with at least 3-5 tables and around 5-7 chairs.
3. Volunteers from local Organising Committee on each day of the Conference.

#### **Inaugural Function**

The inaugural Function shall be of **sixty minutes'** duration. It shall ordinarily be held in the evening of the first day of the Conference, and shall be followed by a cultural programme. This Function shall ordinarily be held in the main hall of the Conference venue.

The ASU has a prescribed protocol for the Inaugural Function, and this shall be strictly adhered to. Attention may be paid to seating arrangements as per seating protocol, order of speaking and similar protocol-related matters. The ASU Secretary shall co-ordinate arrangements with local Organising team, and shall have the final say in all matters of protocol. After the Inaugural Function, there will be a cultural program followed by the Inauguration day Dinner.

#### **Social Events:**

The local Organizing Committee will organize social events for the delegates and accompanying persons, which will include cultural program, local sightseeing, pre- and post-Conference tours. Extravagance maybe avoided in these also, while ensuring an enjoyable social experience for delegates, accompanying persons and other participants.

#### **Meals during the Conference**

The following meals shall be mandatory during the Conference:

1. Working lunch – on all days of the Conference
2. Dinner – on the first day of the Conference for all the delegates
3. Mid-morning tea/coffee
4. Afternoon tea/coffee
5. Banquet on the evening after Annual General Body Meeting

The choice and preparation of food items shall take into account the majority preference among delegates, and the absolute need to maintain hygiene. The choice of the catering service provided should be made on the basis of proven track record and ability to cater to one thousand persons or more at a time.

It is the endeavour of the ASU to be eco-friendly; the caterer should be instructed to take this into account, provide eco-friendly and reusable/recyclable plates, crockery and cutlery. The caterer shall also provide for the segregation of food waste, recyclable waste and non-recyclable waste and for the scientific disposal of waste as per the law.

It is also the endeavour of the ASU to avoid unnecessary expenditure and promote financial prudence. It is therefore suggested that extravagant spending be avoided on food and entertainment. Arrangements may be made to provide two distinct types of menu, viz. an Optimal menu (for those with limited appetite or modest choices) and a Special menu (for those who look forward to a gastronomic indulgence).

There also should be a space for providing coffee, tea & water throughout the duration of the Conference to the delegates – these may preferably be situated outside the meeting halls to avoid noise disturbances.

#### **Conduct of “Industry-sponsored” Sessions**

The local Organising Committee shall schedule no such programme during the scheduled scientific events communicated by the ASU Secretary. If at all, such sessions/programmes are planned, prior approval must be obtained from the ASU Secretary & the Executive Council, and can only be scheduled in such a manner that they commence after the day’s scheduled scientific programme has concluded in all halls. They may also be held in the morning at a time when such a session must conclude before 08.00 a.m. and leave the halls free for the regular sessions.

#### **Registration Fees:**

The registration fees for the members of the ASU and postgraduate students shall be fixed by the ASU Council after discussion with the local Organizing Committee of the Conference.

There should be separate categories of registration for the members of ASU, Non ASU members, PG students, accompanying persons, foreign delegates and corporate delegates. The fees proposed should be approved by the Council and AGM of the ASU. In general, the fees should not be 10% more than the previous year’s registration fees.

There will be one common registration fees for the whole 2 ½ days Conference. Since the registration for a SZ-USICON starts in the previous SZ-USICON itself, that is termed ‘Early bird Registration’ which extends up to 6 months before the Conference. The ‘Regular Registration’ should be from 6 months prior to the Conference up to 1 month before the

Conference. After that, there should only be 'Spot Registration'. For Overseas delegates, there shall be no discounted tariff of the 'Early bird' category.

The local Organizing Committee shall create the option for online registration and payment of registration fees through payment gateways by providing appropriate links on the Conference website. In addition, delegates shall have the option of payment through bank transfers to the Conference account, demand drafts/ at par cheques, credit/debit card payment or cash. Spot registrations shall be against cash/ card payment only.

The payment of registration should be on the name of SZ-USICON XXXX by A/c payee bank draft/ credit cards. Since there is service tax on the registration fees, the above-mentioned fees must include the service tax component also.

The Registration fees must be paid by the delegates only. Registration by the pharmaceutical companies and corporate entities who are not the delegates' Institutions MUST NOT be accepted.

As special case, the early bird registration fees only will be collected from the delegates from military services even on their spot registration due to their practical difficulty for prior registration.

Refunds in the case of cancellations shall be made subject to availability of funds. Refunds shall only be applicable if the cancellation was conveyed to the Organizing Secretary, in writing, at least one month in advance of the date of commencement of the Conference. Such refunds shall not exceed fifty per cent of the registration amount paid, and all refunds shall be through cheque or bank transfer.

The bank account will be opened using the PAN card and documents of Local organizing Body.

#### **Trade Participation:**

Trade participation is an important aspect of the Conference. The trade exhibition area should be easily accessible to the delegates. It should be a covered space, preferably air-conditioned, for about 100-150 exhibition booths of 3 x 3 meters area. There should be provision for open space as well as covered booth as per the requirement of the exhibitor. The area provided should take into account the actual number of trade participants and their individual requirements. The exhibitors should have uninterrupted electricity, security and facilities to raise their stalls according to their choice. A trade directory is to be prepared listing the location of the various stalls and distributed to all delegates as part of or separately in the Conference application or in printed format.

In between the scientific sessions, at the end of scientific session and during lunch/tea time, time may be provided to the delegates to visit the exhibition area. The trade exhibition shall be open from 9.00 a.m. up to 6.00p.m. On one evening, time may be allotted when trade persons can interact with the delegates and delegates can also ask and clarify their problems. The tariff for trade participation is to be approved by the Council of the ASU in comparison with the tariff at previous Conferences and considering the relative costs in different cities.

The tariffs for trade participation shall be kept at a level that exhibitors find it attractive to participate. A larger number of trade participants will also enhance the financial viability of the Conference. The local organizers will do well to keep this in mind when fixing tariffs. The



ASU will not ordinarily intervene in disputes between the trade exhibitors and the Organizing Committee. Where there is breach of commitment or default in clearing dues by any exhibitor, the ASU shall publish details of the default in the ASU newsletter for information of members. Reciprocally, it is expected that the organisers will keep the commitments made to exhibitors & trade participants during solicitation.

The Organizing Committee is advised not to encourage the 'declared defaulters' into the Exhibition till they have cleared all their previous dues and their names have been removed from the Defaulters list maintained in a Nationwide database in the USI Central Office and periodically published in the USI and Zonal Newsletters, with the inputs provided by all Zones and previous USICONs.

### **Planning of Finances for the Conference**

Many activities connected to the Conference will have to begin well in advance, and some of them may hold the key to the viability of hosting the Conference. The core Organizing Committee is advised to pay particular attention to the financial model for the Conference.

### **Preparation of Budget**

The budget exercise will apprise the Organizing Committee of the financial health of the proposal to host, and the feasibility of activities planned for the Conference. For easy understanding, they have been placed under the heads of "Provision for expected Income" and "Provision for expected Expenditure". It is to be understood, that these are likely to change and evolve with the passage of time, and may vary with local conditions.

The local Organizing Secretary and Treasurer will plan this in consultation with the zonal Executive, including the Honorary Secretary and Treasurer of ASU.

### **Financial Management**

All financial matters pertaining to the Conference shall be handled as follows:

1. The Local Organizing Committee shall be bound by an undertaking to the effect financial operations for the Conference shall be as per law, and shall not compromise the legal obligations of ASU in the matter.
2. The account to be opened should be in the name SZ-USICON XXXX
3. The organizers should not open more than one account for handling the finances of SZ-USICON XXXX. There cannot be any other account of the Conference using any other PAN card.
4. The Conference account shall be opened only in any one of nationalized banks.
5. The Conference account should be a joint account in which the Organizing Secretary, Treasurer should be mandatorily included as the signatories along with the Treasurer of ASU. For the dispersal of the cheques any two of the signatories shall be authorized to sign the cheques.
6. The Organizing Committee shall provide the Treasurer of ASU with the bank internet login and password of the account only for viewing purposes. It need not give the transaction password.
7. Entire money collected towards the Conference including, but not restricted to, Registration fees, Sponsorships, Donations, other contributions, etc. shall be credited to this account.
8. All expenditure incurred in the conduct of the Conference shall be incurred from this account only.

9. The Organizing Committee shall ensure that it requests all the vendors to whom the Committee is paying the bills shall be by cheque only if the amount exceeds Rs 20000/-. The auditor shall instruct the Treasurer to deduct TDS as applicable for all the bills which are paid to a vendor exceeding RS 20000 in a financial year. The organizers shall obtain the PAN number of the vendor/ organizations as ASU will have to deposit the TDS amount every quarterly and file the TDS amount to their account.
10. The Organizing Committee shall appoint an Auditor for the Conference accounts, and share the name and details of the auditor with the Secretary & Treasurer of the ASU. The Organizing Committee should ensure that the auditor complies with the Income tax and the service tax regulations binding the ASU.
11. The service tax is applicable for the registration. The service tax amount should be included in the tariff of the Registration and it should be accounted separately as ASU is needed to file the service tax every quarterly. The Organizing Committee must comply with the Service Tax rules, as they are very stringent and the ASU is liable for any default.
12. The Organizing Committee shall follow Indian Generally Accepted Auditing principles (GAAP) in operating the account, in bookkeeping and financial transactions.
13. The Local Organizing Committee shall send quarterly report of Accounts of the Conference to the ASU Treasurer Office.
14. The Organising Committee shall pay all levies, taxes, tariffs, cess and surcharges as may be required and shall retain the receipts for audit purposes. The details shall be sent to the ASU Treasurer Office every Quarterly.
15. The Local Organizing Committee will have overall responsibility for managing the finances of the Conference. The ASU Executive along with the Local Organizing Committee will jointly make efforts to raise the funds for the Conference.
16. The Organizing Committee shall have the Conference accounts audited by the designated Auditor, and submit the audited accounts within **12 weeks** of the conclusion of the Conference to the ASU Treasurer as it has to be audited by the CA of ASU before incorporation of accounts. The Treasurer Of ASU will submit the audited accounts of the Conference to the Annual General Body Meeting the following year.
17. All three, viz., the Local Organizing Chairman, Local Organizing Secretary and the Treasurer should sign the final audited statement to be submitted to the ASU. Of the surplus amount remaining at the end of the Conference, 40% shall be donated to the ASU, 30% to the State Chapter and the remaining to the City Chapter or the Institution which hosted. If more than one body is associated as cohost in Organizing the SZ- USICON, the 60% as non ASU share should be divided in the proportion accepted while deciding to host the Conference together.
18. The Organizing Committee shall make a certified copy of the audited statement of accounts to the ASU, if the same is required for finalising accounts of the ASU, or is required to fulfil legal obligations of the ASU.
19. The Donation made to the ASU shall be unconditional

**Provision for Expected Income:**

1. Grants from Government agencies.
2. Corporate-level sponsorships with major industries

3. Sponsorship from the Urological equipment manufacturers, and Pharmaceutical Companies, who participate in the trade exhibition.
4. Sponsored scientific sessions, lunches & dinners.
5. Advertisements in the brochures, conference book, etc.
6. Registration fee from the delegates participating in the Conference.
7. Donations from local Industries, Agencies, Departments and well-wishers.
8. From advertisements in a souvenir, *if one is brought out*.

#### **Provision for Expected Expenditure:**

1. Cost of printing of brochures, scientific program, Conference book, invitation cards, etc.
2. Rental for venue.
3. Expenditure on audio visual arrangements and internet connectivity.
4. Expenditure on stage arrangements.
5. Expenditure on special requirements of lighting, sound etc. required by performers at the cultural programme, programmes for accompanying persons and the banquet.
6. Professional fees payable to the performing artistes/group for the cultural programme, banquet and programmes for accompanying persons.
7. Expenses on conducted tours, *if any*, for accompanying persons.
8. Expenses on registration kit and any complimentary articles included in the kit.
9. Expenses for the venue, all meals, including lunches & dinners hosted by the conference.
10. Postal expenses including letters, brochures, telephone, fax and mails, to guests and members.
11. Expenses on local hospitality, including accommodation & other expenses for guests, speakers, President & Secretary of ASU& USI, USI & ASU Central office staff and USI Council members ( in case of USI Council meeting during the SZ -USICON).
12. Expenses of staff at the Conference secretariat and payment for Event Managers.
13. Cost of fabrication, signage, and the arrangement of trade exhibition.
14. Cost of photography/recording.
15. Cost of Press Conference, publicity etc.
16. Payments to drivers, casual labourers, etc.
17. Out of pocket expenses incurred by authorised persons in connection with the Conference.
18. Expenses towards bookkeeping and auditing of Conference accounts.
19. Expenses towards preparing Conference mobile application.

#### **CME Accreditation for the Conference**

The Local Organizing Committee should get CME accreditation from the National Medical Commission or its Equivalent Body in future (In the event of MCI being replaced). The number of credit hours for the delegates should be reflected in their Certificates.

#### **Arrangements for Reception & Transport of Delegates, Guests etc.**

1. The Organizing Secretary shall send an E-mail confirmation to all registered delegates and invited faculty, with the following information provided:
  - a. Accurate directions from the railway station, bus stand or airport along with a suitable Google-maps link showing the same.

- b. Modes of local transport available at the arrival point - *Pre-paid cabs, other cabs, Pre-paid auto rickshaws, other auto rickshaws, buses, etc.*, along with approximate rates/tariffs.
2. Set-up helpdesks manned by knowledgeable volunteers at these arrival points for the assistance of the delegates.
3. Have a designated counter at the Conference venue to co-ordinate departure arrangements upon the conclusion of the Conference.
4. Have a pre-designated and easily identifiable assembly point for delegates being transported to off-site events like banquets.
5. Have prominent unique identifiers displayed on all official transport vehicles arranged by the local Organizing Committee for easy identification by delegates and participants.
6. Arrange for volunteers from the organizing team to accompany delegates travelling by official Conference transport.
7. Ensure the presence of the transport Committee/its volunteers in the banquet venue/ dinner venues till ALL delegates have left the venues for their places of stay, to avoid the delegates getting stranded without transport for going back.

### **Arrangements for Accommodation**

The Organizing Committee shall facilitate accommodation arrangements for delegates in any one of the following ways:

1. Appoint a service-provider or travel agent to handle requests for accommodation.
2. Have an accommodation subcommittee to handle directly the accommodation requirements of delegates.
3. Enlist hotels in the Luxury, Business, Budget and Bed-and-breakfast categories as official hotels for the Conference. If this is option is chosen, the following additional arrangements shall be made by the Organizing Committee as follows:
  - a. A concessional tariff shall be negotiated with the respective establishment.
  - b. Wherever feasible, a complimentary pick-up and drop-back arrangement shall be included.
  - c. The tariffs for different categories of rooms shall be fixed in advance, and notified in the Conference brochure.
  - d. The contact details for the hotel, the contact numbers of the front-office manager and the distance to the hotel from different arrival points shall be given in the brochure/mail.
  - e. On the arrival of the guest at the establishment, a welcome note containing all the entitlements and exclusions clearly mentioned shall be handed over to the guests.

### **Event Manager:**

An event manager with proven track record of conducting such megaevents may be selected by the Local Organizing Committee to arrange help in registration before and during the Conference at registration counters, accommodation, Conference kit bag distribution, volunteers, Master of Ceremony and any other job assigned by the Local Organizing Committee.

### **Cultural program / entertainment:**

The organizers shall arrange cultural activity as a part of the social program, including musical programs, dances, etc. at a proper auditorium to entertain the delegates. Programs thus organized are expected to reflect the rich local heritage of the host region, and organizers

are advised to keep this in mind. It may also be borne in mind that families and children will also be present at these, and the content of programs should not be offensive to their sensibilities or undignified in any manner.

**Sightseeing / Accompanying persons' program:**

The Organizing Committee shall arrange for visits to places of interest for the delegates, for the spouses and children. In addition, the programs for education, recreation and entertainment may also be arranged at the venue for engaging this group.

**Photographs during the Conference:**

Arrangements should be made for photography for covering important events during the Conference as well as for group photographs of the participants. Inaugural Program must be videographed highlighting the awards, and speeches of the ASU President, Guest of honour and the Chief Guest. One soft copy of all photographs shall be made available to the ASU Secretary for selection of appropriate photographs and their publication in the post-Conference Newsletter, and for uploading to the ASU website.

**Emergency medical attention to the participants:**

The Organizing Committee shall arrange for an emergency medical team to be available at the venue for handling medical emergencies, along with the required equipment and consumables. A fully equipped ambulance shall also be made available on-site, or shall be placed within 5 minutes' reach, to facilitate transport to a regular healthcare facility in required circumstances. It is also suggested that the organisers have a formal agreement with a nearby speciality hospital for concessional tariffs for delegates and participants who may need care in these facilities.

**Fire Safety measures:**

Conferences involve large gatherings in enclosed spaces, and therefore the participants are at a higher risk of injury due to fire and non-fire emergencies. In order to minimise the risk, and mitigate the same, the Organizing Committee shall ensure the following:

1. Obtain formal, written permissions for the conduct of the Conference at the chosen venue from the civic authorities, police, civil defence and any other statutory bodies as required by local regulations.
2. Arrange for an advance inspection of the venue by the fire-force to assess the adequacy of safety measures and the functioning status of the fire safety equipments at the venue.
3. Implement any additional safety measures recommended.
4. Have sufficient numbers of trained emergency personnel available on site for the duration of the conference.
5. Include clear instructions for exiting from the halls in the event of emergencies, in the Conference book/ Conference application software.

It may be stressed here that the legal responsibility for the safety of the venue rests with the organizers, and therefore no compromise must be made on safety measures.

**Personal Protection & Security**

The local Organizing Committee shall arrange for a sufficient number of security personnel to be available on site at the venue for maintaining security and ensuring law-and-order. In

case the security of the venue is handed over to a private security agency, the following measures shall be mandatory:

1. Confirmation from the jurisdictional Police Officer that the agency is authorised to provide security to large public gatherings.
2. An undertaking from the head of the security agency that all personnel proposed to be deployed have undergone mandatory background verification by the jurisdictional police.
3. A list of personnel proposed to be deployed shift-wise, with their photographs should be handed over to the Organizing Committee.
4. Deployment of supervising personnel on-site to regulate and organise the security detail during the Conference.
5. Local Organizing Committee should inform the Police Commissioner of the city where the Conference is being held, about the Conference and expected Guests, in order to provide adequate security protection to all the Delegates including International guests.

### **Food Safety**

Safety of preparation, storage, transportation and serving of food is of paramount importance at such large gatherings. In this connection, the Organizing Committee shall ensure the following without fail:

1. Verify that the necessary licenses and permissions have been obtained from the local bodies for preparation and serving of food.
2. In case a caterer is engaged, verify that the catering agency possesses the requisite licenses.
3. Ensure that food is prepared in an enclosed, covered space under hygienic conditions.
4. Ensure that bottled, safe drinking water is available at all times for cooking and for drinking.
5. Ensure that all raw material, especially meat and fish, is from a safe source and is stored under the necessary safe conditions.
6. Ensure that vegetarian and non-vegetarian food is prepared separately, transported in separate utensils and served separately with separate service ladles, etc.
7. Ensure that a separate utensil washing area is provided at a distance from the food preparation area.
8. Ensure that there is no mixing of fresh and used utensils.
9. Ensure that good drainage is provided and there is no stagnation of water anywhere.
10. Ensure that adequate facilities are available for food handlers to wash their hands periodically.
11. Ensure that adequate toilets are provided for the food handlers and that these are equipped with hand-hygiene requirements at all times.
12. Ensure that necessary pest-control measures have been taken in the food-preparation and food-service areas.
13. Ensure that all unconsumed food remaining at the end of each meal is transported away from site, and is not recycled.
14. Ensure that adequate and appropriate provisions are made for disposal of food residue, plates & glasses in accordance with the law.

### **Conference Insurance**

Two broad types of financial risks are attendant upon the organization of Conferences:



1. *Force majeure* events like natural calamities, and
2. Local law-and-order problems – *bandhs, strikes, riots, etc.*

These may potentially result in cancellation of the Conference, or its premature termination. In either event, the local Organizing Committee is likely to face financial demands through refund requests, pre-paid advances, compulsory payments already made and/or damage to equipment and other assets. There may be additional expenditure involved in arranging for safe passage of delegates from the Conference venue, and to their homes.

It is therefore suggested that Conference organizers explore the possibility of insuring themselves against such eventualities. Schemes for insuring such public events are available with all Nationalised Insurance companies, as well as with Private Insurance providers.

### **Mandatory Permissions to be Obtained:**

As per the prevailing laws, the Organization of such a Conference with International delegates, requires that the Organizing Committee must get permissions from the Ministry of Home, Ministry of Health and Family Welfare, Ministry of External affairs, Government of India apart from the various licences to be obtained Locally.

All these must be obtained well in advance so that there is no last minute hassle.

The details and models of the above may be obtained from the Central Office.

### **Plan B:**

In the unforeseen event of the Host city and both the venues of that city being left damaged far from being usable for the Conference by natural disasters like Cyclone / earthquake/fire, or Local law and order problems like riots/strikes, etc., the Conference may be shifted for that year to another City of the same State approved by the ASU Council after suggestion by the State or to the Host city of next year in the event of the State failing to find an alternate City in the their State to host, in order to avoid missing a Conference of that year.

**Procedure:** Once it is certain that proceeding with the planned Conference may not be practically possible or unsafe for the delegates and trade to come to the Hosting City, the ASU Council by itself or on recommendation from the Local Organizing Committee/State shall convene an extra ordinary meeting of the ASU Council with the Organizing Committees of that year and the subsequent year and critically assess the situation. For this, the Team for the following year is instructed to be ready with a dry run of hosting a preponed Conference in case of an emergency. The City which has lost its turn unused, may be requested to host the Conference in the subsequent year, if the State could not find an alternate city to host that year.

**Methodology: Conference Account:** A new Account has to be opened in the Subsequent Host City with the name 'SZ-USICON XXXX Rescheduled'. The operators of the old Account should transfer all the money except the Seed money paid by ASU to this new account. The seed money must be settled by the original host of the Conference that year. Registration of delegates done till that period should be transferred to this new venue after intimating to all the delegates, the change of plans and the reasons for the change. The Trade, caterers, Event Managers, Audio visual team, Stall makers, etc., must be informed about the change of plans. It may be noted that such changes may require renegotiating the terms of

engagement with the above, and this may be done in an amicable manner to avoid disputes and unpleasantness.

**Dates:** If possible the same dates for the Conference in the new venue, if accepted, will avoid cancellation by the planned national/ foreign Faculty. If unavoidable due to non -availability of the Conference Venue due to other programmes, the next suitable date may be found in consultation with the ASU Council. After confirming the New dates, the same may be intimated to all delegates, Speakers, Orators, trade, caterer, etc. The transactions which can be transferred to the next team may be transferred with all data to help in the challenging task of organizing the Annual Conference in a short time period.

The Insurance Provider also must be informed about the change of dates and venue and the need for rewriting the Policy document with the Changes.

The ASU Central Office should coordinate with the ASU Executive and the Local Organizing Committee to make the Conference a reality in an extraordinary situation forced on The Society.

Postponing an Annual Conference without an alternate, will lead to inability to convene the AGM for that year and complete the mandatory requirements of a Registered Body like ASU. Hence every effort must be taken to complete the statutory requirements of conducting the Academic and business components of an Annual Conference within the stipulated time.

Having identified the venue 2 years earlier, this possibility must be kept ready to overcome setbacks due to unforeseen natural/manmade calamities. Getting ready for plan B, will give the Organizers of the subsequent year, the opportunity to have the organizational process for two years and a unique opportunity to hold a Rare Salvaging Conference arranged in a short notice, which will be a feat by itself.

#### **Requirements for the Council Meeting:**

- Tentative reservation of earmarked room from 0800 – 1900 hours (exact date & timings as conveyed by the Secretary of the ASU)
- Seating arrangement for 10-12 persons: preferably around a U shaped table
- Pen/ pencil, writing pad for each seat
- Drinking water bottles / glasses
- Regular servings of tea/coffee between intervals
- Lunch for the members
- Audio visual arrangements for presentations (Projector, Screen, Laptop)
- Audio recording of the meeting
- Dinner for the members
- Preferred assistance from the meeting venue staff
- Photostat / printer arrangements/ wifi internet

#### **Requirements for the GBM:**

- Seating Table for 3 Officers - Another seating table for 2 people in one corner of the stage to accommodate office staff.
- Audio system for the hall
- Pen/ pencil, writing pad for each seat on the dais - Drinking water bottles / glasses

- Audio visual arrangements for presentations
- Audio recording of the meeting – **to be secured and handed over to the ASU Secretary at the conclusion of the GBM and not to be shared with any other person.**
- Preferred assistance from the meeting venue staff: Two volunteers for assistance
- Wifi internet

**Meeting Rooms for Leadership Meetings (usually post lunch. Schedule will be provided later)**

- Seating arrangement for 10-15 persons: preferably oval or rectangular table
- Pen/ pencil, writing pad for each seat - Drinking water bottles / glasses
- Regular servings of tea/coffee between intervals
- Audio visual arrangements for presentations (Projector, Screen, Laptop)
- Preferred assistance from the meeting venue staff: Photostat / printer arrangements
- Wifi internet
- Audio recording of the meeting

**Some Suggestions for Consideration by the Organizing teams to avoid unnecessary expenses:**

1. Conference Certificates have to be sent as E-Certificates by email to those who attended as participation certificate with CME accreditation, to presenters with details of their presentation, to chairpersons with their assignment mentioned. This will avoid misuse of Conference certificates if given unfilled and avoid printing expenses.
2. Choose a Conference bag not given during the previous 5 years and make it simple. International Conferences do not give expensive bags to delegates.
3. Get the list of defaulters among trade/ pharma Companies from the USI Central Office database and other zonal chapters and avoid them to avoid future frustrations. Entertain them ONLY after ascertaining that they have cleared their previous dues.
4. Suggest varieties of small compliments to various stalls, so that there is a variety of compliments available for the delegates in various stalls, instead of too many bags/pens from each stall. This will promote increased visits to the stalls much desired by the trade.
5. Kindly consider closing the Bar at 10.30pm or by 11pm latest, to allow delegates get ready for the next morning sessions. This will help the transport team and dinner area also to wind up their work comfortably.

**Responsibility of the Organizing committee, SZ-USICON towards the Delegates:**

The Organizing Committee Must realise the following:.

1. Organizing a Conference of this magnitude is a real Honour bestowed on them by the ASU and that they must play the role of a **Perfect Host to the best possible standards.**
2. Delegates and other participants form the real base for the success of the Conference

3. The success of the Conference is evaluated not by the grandeur of the venue and extravagant food served alone, apart from the scientific content. The feel-good factor to be felt by the Delegates and other participants has other angles also, which start from a hasslefree registration, attention to minute details of possible varied expectations like a friendly toilet for the physically challenged, coming to the rescue of a delegate's genuine problem, bonhomie expressed, etc.

4. An attempt to avoid the deficiencies faced by the members of the Committee in the previous few Conferences as delegates and to include the suggestions given as feedback by the delegates in those Conferences will lead to a Conference with a raised bar of Standards.

5. The one line motto for the Conference must be' **Excellence may be accepted, but perfection is the Goal'**

6. Heartfelt satisfaction at the end of the Conference is the real Reward; Monetary gains out of the Conference form incidental Bonus

## **Appendix 1**

### **SZ-USICON Organization: Host City and Venue check list**

1. Name of the State:

2. Name of the City:

#### **Connectivity:**

3. Name of the Railway Junction:

4. Name of the Airport: National/International:

5. National Highway on which the city is situated:

#### **Accommodation:**

6. Name/ number of 5 Star hotels:

7. Name/ number of other Star hotels:

8. Number of rooms available in Star Hotels:

9. Number of other rooms available in 10 km radius from venue:

10. Number of rooms available in budget accommodation:

**Conference Venue:** Required

Venue 1

Venue 2

Name of the venue:

1. Main Hall A : 1000-1200 capacity

Air conditioned

Stage

- Sound proof
- Convertible into smaller halls
- Number of entry/exit doors
- 2. Hall B
  - 400-500 capacity
  - Stage
  - Sound proof
  - Number of entry/exit doors
- 3. Halls C, D, E, F, G, H    200-300 capacity
  - Stage
  - Number of entry/exit doors
- 4. Space for poster display
- 5. Conference room: 2 no: 20-30 capacity
  - Audiovisual provisions
- 6. Preview room
- 7. Covered area for trade: area in square meters
- 8. Catering/dining area : Area in square meters
  - Entry/exit points
  - Wash area
  - Cooking area
  - Store room
- 9. Relaxation lounge
- 10. Registration area
- 11 Area for ASU office
- 12. Area for USI office
- 13. Area for Travel agent
- 14. Area for Medical assistance
- 15. Area for cloak room
- 16. Area for information desk
- 17. Area for next SZ-USICON office
- 18. Area for ASU election

19. Toilets for men
20. Toilets for women
21. Toilets for Physically challenged
22. Lifts
23. Fire safety measures in functioning state  
Compliance certificate
24. Open area / lawn
25. Additional facilities: In house accommodation
26. Accessibility from city
27. Parking area
28. Entertainment area for children
29. Open air theater for banquet
30. Tourist attraction
31. Shopping area

## **APPENDIX 2**

### **Invitation for hosting the Conference, SZ-USICON**

1. Proposed Conference & year: SZ-USICON XXXX
2. Host city :
3. Name of the State:
4. Hosting Association/Institution:
5. Cohosts 1:
6. Cohosts 2:

<b>Organizing Team</b>	<b>ASU membership &amp; post</b>	<b>Past experience in organizing</b>
1. Organizing Chairman		
2. Organizing Secretary		
3. Organizing Treasurer		

### **Invitation to host the Conference:**

We..... propose to conduct SZ-USICON  
XXXX... in the city of ..... with  
.....



As Cohosts.

The organizing team will have .....  
..... as Organizing Chairman,  
Secretary & Treasurer respectively. All of them are Full members of ASU

We further affirm that we are a Registered body under law, and having fulfilled all legal obligations to date, we fulfil all the requirements to be a host for the Conference as per the details given below.

1. Registration Status: Registered/ Unregistered:
2. Registration valid till :
3. PAN number :
4. Availability of exemption under Section 12 A valid until:
5. Availability of exemption under Section 80G valid until:

We have identified the venue and an alternate venue, found them to be suitable for conducting a Conference of this nature and we have attached the 'Host city-venue checklist' form enumerating all the facilities available in the two venues.

We have gone through the guidelines of Organizing SZ-USICON and are fully aware of the commitments expected of us including the MOU to be signed by us on being approved to be the hosts.

We agree to get all the mandatory legal clearances required to conduct the Conference safely in the planned venue.

We agree to get the mandatory letters of permission from the Ministry of Home, Ministry of Health & Family welfare and Ministry of External Affairs, required for conducting such Conference with International Delegates.

We agree to host the Conference in an alternate venue befitting the standards of SZ-USICON, if forced to shift from the initially proposed venue due to unexpected reasons.

We understand that the venue may be shifted to another city, if unexpected natural calamities prevent us from making arrangements for the conference as planned.

The above proposal has been discussed and accepted in our General Body Meeting and excerpts of the minutes of the same have been enclosed for your perusal. If our invitation is accepted, we agree to fulfil all the requirements expected of a local Organizing Committee and strive to make the SZ-USICON XXXX, a memorable experience in the annals of ASU.

Signed.

Organizing Chairman

Organizing Secretary

Treasurer

Phone:

Email ID:

Enclosure:1. Host City – Venue Checklist

2. Excerpts from the minutes of the General body meeting

3. Copy of the Registration Certificate

**Checked and found to be in order.**

**Discussed and accepted in the Executive Council meeting of the ..... (state)  
held on ..... in .....**

Signed

President,

Secretary

( State Of .....)

( State of.....)

Encl: Excerpts of the Minutes of the Executive Council meeting

### **APPENDIX 3.**

#### **Memorandum of Understanding between the ASU and the Organizing Committee**

The Association of Urologists (ASU), being the First party and the Organizing Committee of

SZ-USICON XXXX being the Second Party hereby enter into a Memorandum of Understanding as per the following details on this day.

1. The Annual Conference of Association of Southern Urologists is held once in a year in the month of July / August before 30th September as per the Guidelines laid down by the ASU.

2. The ASU Council shall be the authority to represent the First Party. The ASU Secretary shall carry out all instructions of The ASU Council and is the authorized Signatory of the First party.

3. The authorities of the Second Party shall be the Organizing Chairman and the Organizing Secretary and they will be authorized to sign for the Second party. The Organizing Committee is responsible for the proper conduct of the Conference.

4. The official name of the Conference shall be 'SZ-USICON' plus the year in which it is going to be held (e.g. SZ-USICON 2020) and this is the only term to be printed on any of the printed materials.

5. The venue of the SZ-USICON XXXX will be at ----- in the city of ----  
-----as proposed by the Organizing Committee, endorsed by the State Chapter and approved by the Council and General body of the ASU

6. As per the approved guidelines of organizing SZ-USICONs, hereinafter called 'Guidelines', the Host Association/Institution is a Registered body with the following:

- i. Registration in force, having registered/ reregistered after complying with all requirements expected of a Registered body by the concerned authority
- ii. its own PAN card .
- iii. has 12A & 80 G Income Tax Exemption

7. The Organizing Chairman & Organizing Secretary are full members of the ASU. They have adequate experience of organizing, having organized State/ Zonal Annual Conferences as Organizing Secretary.
8. The Organizing Committee will be responsible for the budgeting, financing, marketing and all organizational activities of the Conference except the Scientific program of the SZ-USICON.
9. The First party, ASU will decide the Scientific program of the Annual Conference, including the selection of papers, speakers, subjects, timings, allotment of halls, Chairpersons, etc.
10. The Organizing Committee hereby agrees to provide the requirements of the venue as proposed in the Host city-venue checklist for the scientific program, trade exhibition and all the aspects of the SZ-USICON.
11. The Organizing Committee is bounded by the decision of the ASU Council and General Body regarding the Registration fees for the Conference. The registration fees for the various types of attending persons will be in various categories like early bird, Regular and Spot registration as decided by the ASU Council. The registration form in any format must have the name and logo of ASU.
12. The Organizing Committee commits itself to form the required Committees meant for the smooth conduct of the Conference and to ensure that all the Committee members are/will join ASU as full members.
13. The Organizing Committee will set up the Conference website with details as required by Guidelines and will update the website as and when required.
14. The Organizing committee is responsible for arranging an event manager and audiovisual team with a proven track record to organize the Conference in a successful manner.
15. The Organizing Committee will provide facilities for accommodation and transport to all delegates and other participants, as required by the Guidelines.
16. The Organizing Committee will present a progress report at the Council meetings and the General Body meetings of ASU about the Conference arrangements.
17. The Organizing Committee must get the mandatory letters of permission from the Ministry of Home, Ministry of Health & Family welfare and Ministry of External Affairs, Government Of India required for conducting such Conference with International Delegates.
18. Upon receiving the final scientific programme from the ASU Secretary, the Organizing Committee will print the same as a booklet/ shall prepare a special downloadable application to be distributed to all registered delegates & participants with all the required information as per guidelines.
19. The Organizing Committee will make necessary arrangements for the inaugural function and the valedictory function.
20. The organizing Committee will make arrangements for the conduct of Council meetings of ASU, USI and State chapters as required by the Guidelines.

21. The Organizing Committee shall extend the privileges as per the Guidelines to the President & Secretary of ASU & USI, the USI Council members (if accepted), Central office staff of the USI, Non-Urological participants in the scientific sessions like Invited Lecture, Symposium, etc. Pathologist for the CPC when a CPC is part of the program, ASU Auditor if he is required to be present at the Annual general body meeting and any official guest-speakers or Faculties invited by the ASU

22. The Organizing Committee shall be bound by an undertaking to effect that financial operations for the Conference shall be as per law, and shall not compromise the legal obligations of ASU in the matter.

23. The Conference account will be opened in the name of SZ-USICON XXXX.

24. Entire money collected towards the Conference including, but not restricted to Registration fees, Sponsorships, Donations, other contributions, etc. shall be credited to this account.

25. All expenditure incurred in the conduct of the Conference shall be incurred from this account only.

26. The authorised signatories for the Conference will be the ASU Treasurer, Local Organizing Secretary and the Treasurer. All cheques have to be signed by any two of the THREE authorized signatories.

27. The Organizing Committee shall comply with all the other clauses mentioned in the 'Financial management of SZ- USICON' in the Guidelines for Organizing SZ-USICON.

28. The Organizing Committee also agrees to comply with all aspects of Guidelines not repeated in this MOU for the purpose of brevity.

29. The Organizing Committee also agrees to abide by Plan B if required by natural calamities or manmade situations and to ensure that the Conference is conducted without fail.

30. The ASU will do its part of organizing the Conference to the best possible level through its executive and Central office of ASU.

31. If the Organizing Committee fails in any of its commitments, it will be discussed in the ASU Council and ASU General Body for appropriate action including legal action, if required, after providing adequate opportunities to the Organizing Committee to explain its stand/ redeem its shortcomings.

This Memorandum of Understanding is for organizing the Annual Conference of ASU to be held in the year ----- in the city of ----- and is signed on-----.

Signed by Organizing Chairman  
SZ-USICON XXXX

Organizing Secretary  
SZ-USICON XXXX

ASU Secretary

**Note:**

1. The ASU Secretary is responsible to see that the conditions of the MOU are fulfilled; any default or deviation should be dealt with by him/her immediately and reported to the ASU Council.
2. The MOU has to be signed by the Organizing Chairman and Organizing Secretary on behalf of the Second Party and by the ASU Secretary on behalf of the First Party at the time of the General Body deciding to accept the bid of the Organizing Committee to host the Conference.
3. If the Organizing team fails/ refuses to sign the MOU at that time, the invitation of the Conference shall stand cancelled immediately and the General Body shall consider other options / bids to host the Conference.
4. Two Copies of the MOU are to be signed, each Party keeping One Copy.

## **GUIDELINES FOR ANNUAL CONFERENCE OF THE UROLOGICAL SOCIETY OF INDIA (USICON)**

### **Credits:**

Dr Krishnasamy Kannan  
Dr H Krishna Moorthy  
Dr A Mohan  
Dr R Keshavmurthy  
Dr Rajeev T P  
ASU Handbook 2016

Inputs from members of USI council which met on 17th November 2019 at Noida  
Modified draft: 2019

The Annual Conference of USI (USICON) is the culmination of the activities of the Urological Society of India (USI) for the year. Therefore, it is important to provide guidelines for the infrastructure & logistics required to maintain a uniform standard of scientific deliberations, scientific exhibition, and social and cultural program year after year with improvement irrespective of the city or the venue, where the Conference is held. This document has been prepared for the Executive Council of the Urological Society of India in exercise of its responsibility of managing the activities of the Society.

### **The objectives of the Annual Conference are:**

- A. To provide for high standards of scientific deliberations among the members and invited faculty and thereby to update on the new developments in the field of Urology.
- B. To provide for exchange of views and ideas between members for better patient care, research, teaching and education of Urology in India.
- C. To provide for social interaction between the members of the Society and their families.
- D. To facilitate participation by the medical equipment industry, to enable them to display and demonstrate urological equipment technology products; and to provide for manufacturers of pharmaceutical & biological products an opportunity to present these to participating delegates and familiarize them with their use.

- E. To confer awards on those who have won them at the competitive scientific sessions; to acknowledge the contributions of chairpersons & conveners of scientific sessions to the Conference with certificates; to acknowledge presentation of papers and scientific material during the different sessions with certificates; and to acknowledge with certificates the attendance and participation of registered delegates.
- F. To provide for the award of CME hours to the registered delegates, and contribute to their professional advancement and facilitate regulatory registration & renewal processes
- G. To provide for Urology trainees & young Urologists an opportunity to demonstrate their innovative skills and knowledge of Urology enabling them to qualify for fellowships and Conference attendance support from fraternal Societies in other countries, and Institutions within India.
- H. To conduct the Annual business meeting (Annual general body) of the Society

The USI organizes its annual conferences by rotation among its 4 zones, once in 4 years in a Zone, by rotation and mandatorily before 31st of January as per the convenience of the local organizers and weather conditions prevailing in the local area. The Annual Conference (USICON) is the Apex academic activity of the USI.

It is proposed that the Urological Society of India (USI or society hereafter) will be wholly responsible for the organizational and financial obligations that are part and parcel of the conduct of its annual conference namely USICON hereafter. The local organizing committee will work in tandem with a duly appointed USICON core committee (UCC). The USICON core committee shall direct, superintend, monitor and document the entire proceedings.

#### **Broad Guidelines:**

- A. The central core committee shall have the following composition- President Elect of the USI as chairman, Secretary of the USI, Treasurer of the USI, Council members from the Zone where the USICON is held, Local organizing Chairman and Secretary, CEO of the USI from central office. This committee will come into authority two years before the USICON to be presided over by the serving President who shall be the chairman of the same as mentioned. The committee may co-opt more members to the central core committee either from the council of USI or from the zone where the conference is held.
- B. Each USICON shall have a local organizer, duly nominated by the zone where the conference will be held by rotation, which shall function through a local organizing committee which shall comprise of full members of USI of good standing drawn from the city/State/Zone hosting the conference. The local organizer could be a registered city chapter of Urology, registered state unit of Urologists or the zone of USI in whose city/state the event is taking place. Every zone shall propose and nominate potential local organizers/cities three years in advance of the year of the conference in that zone. The proposal of the zone shall be examined by the USI council and placed before the annual general body for approval. The local organizing committee shall work in collaboration with the USICON core committee.
- C. The local organizers shall strictly adhere to the guidelines for organizing the entire event including the formal function of the event which is subject to need based



suitable modifications made from time to time in accordance with the byelaws of the society.

- D. There shall be permanent USICON accounts (3 in number, numbered 1, 2, 3-to conform to accounting needs-which normally will extend to three years. The first account-i.e. account no 1 shall operate for three years handling finances of the conference for which it is allotted and will be available to be reused in the fourth year of its existence. The second account-i.e. account no 2 will operate similarly for the conference which immediately succeeds the conference operated through account no 1 and the third i.e. account no 3 will be run to serve the conference which succeeds the one catered to by account no 2). These accounts shall be a perpetual accounts for all future USICONS. The receipts and payments, and all such other financial matters pertaining to the event shall be through these-each conference handled through one of the three. The declared surpluses shall be disbursed according to pre-agreed sharing arrangement among the USI, Zone and local organizer (which should be a registered body) and USI's share will remain in one of the USICON account earmarked for a given USICON and will grow in time. The society shall appoint an auditor exclusively for this and the audited balance sheet shall be presented to the GB during the annual general meeting of the society ( AGM) in the very next year. The Local organizing committee shall forward all the bills to the USICON core committee for making payments. The treasurer of USI along with treasurer of the LOC/Organizing Secretary shall be the joint operators of the USICON account earmarked for a given USICON. The Treasurer elect will officiate in the absence of Treasurer of the USI.
- E. Every USICON shall be insured against natural calamities like fire, cyclone, floods and socio-political unrest leading to a situation when the event may have to be cancelled.
- F. The USI shall reserve the right to postpone/cancel the event with valid reasons and justifications.
- G. The USI shall also reserve the right to shift the venue as well as change the local organizer in appropriate situations which compel such a decision giving valid reasons and not arbitrarily.
- H. The society's logo shall appear in all material that is used to organize this event in observance of article 21 of USI constitution.
- I. The delegate fee will be decided by the USI and none other than the society.
- J. The copy right of all scientific material shall be with the USI.
- K. There shall be no urological event of significance one month before USICONS except commemorative functions which fall in this month.

#### **VENUE FOR USICON**

- A. Every zone shall suggest three venues in the order of its preference at least four years before the event in the zone.
- B. The executive council shall deliberate on pros and cons of these venues and finalize the latter. The council shall respect the order of preference mad out by the zone hosting the conference as it is presumed that such an indication is made only after adequate deliberations in the zone. The Council shall move to the second preference only if the first venue fails to fulfill the venue criteria. In the event of second preference venue failing to fulfill the requisite standards, the council will consider the third preference.

- C. To cover for the rare case of a force majeure event like a natural calamity, fire accident, public disturbances, etc. that precludes the conduct of the Conference in the originally chosen city, i.e. first preference, an alternate venue in the same city which meets all the requirements may be identified; this alternate venue may be incorporated in the letters of invitation and letter of recommendation from the zonal chapter at the time of original submission. It is hoped that this will help avoid major disruptions in the organization of the Conference due to such occurrences.
- D. Every zone is advised to short list all the potential venues in its jurisdiction so that the conference is held in the zone itself whose turn has come by rotation.
- E. The council shall not entertain direct application for hosting the conference from individual member, local fora, any organization/institution or state unit. All eligible applicants shall forward their intent to host thorough the zonal bodies only.

## **VENUE CRITERIA**

### **Choice of city/Approval of city**

The approval of the city shall depend on the following criteria being met:

1. The city shall be connected to the metro cities by Air and convenient Rail/ road transport.
2. The city should have a variety of accommodation in hotels/guest houses/ hostels to cater to all types of delegates and postgraduates, with adequate number of rooms available for the number of delegates expected.
3. Public surface transport facilities should be available for the delegates to reach the venue of the Conference; alternately, a round-the-clock shuttle service from the places of official accommodation to the venue of the Conference and social functions should be provided by the organizers.
4. The city should offer sight-seeing and recreational opportunities for the accompanying persons.

## **Conference Halls**

The City identified should have a convention centre with the following under one roof with facilities for elevators:

1. One air conditioned auditorium having a capacity of 2500+persons for Plenary Sessions, Inaugural function and other common Scientific Programs(considering an average attendance of 50 to 60% members for the Conference).
2. One additional air conditioned hall of capacity 700+ persons for concurrent sessions, Special group meetings and Annual General Body meeting.
3. 4 – 5 additional Air conditioned halls of capacity 500+persons for concurrent sessions. The required capacity of these halls must be reviewed every 2 years and revised as per the existing membership number and based on the attendance in the previous 2 USICONs. UNDER NO CIRCUMSTANCE SHALL TEMPORARY MAKESHIFT ENCLOSURES BE ACCEPTED FOR CONDUCT OF SCIENTIFIC PROGRAMS/INAUGURAL CEREMONY/ GENERAL BODY METING / VALEDICTORY FUNCTION
4. Adequate space for display of E poster monitors (about 15 - 20 monitors) or regular posters (50 numbers) in each session.
5. Two Conference Rooms to accommodate 30 persons for conducting USI and Zonal Council Meetings, with audio-visual facilities and arrangements for serving Coffee/Tea, snacks or compact meals during the meetings.

6. Preview room for faculty & delegates to pre-load their presentation material and check that their presentations (including embedded videos) are working properly.
7. Covered Space for Trade exhibition that can accommodate about 100 -150 exhibition stalls of various sizes to spacious Premium stalls – Preferably on the ground floor to allow bringing heavy equipment for exhibition.
8. Adequate space for dining area to accommodate 2500+ persons at a time. The space available should be sufficient for placing one row of service counters for every 100 – 120 delegates and spacious enough to avoid overcrowding. Apart from this, separate space should be available for serving coffee/tea/soft drinks during the Conference hours.
9. Dedicated space in the registration area should be provided for the following activities:
  - a. The Conference office of the Urological Society of India
  - b. Booth for participating fraternal National Associations of other countries
  - c. Information & Announcement desk
  - d. Travel desk
  - e. Cloak room
  - f. Internet kiosks for use by delegates
  - g. Space for Medical Assistance
  - h. Waiting Lounge
10. One room/hall for the conduct of the USI Elections which should have the following provisions:
  - a. Separate entry & exit doors to facilitate smooth unidirectional movement of persons coming to cast ballots
  - b. Space for 12 – 15 tables of 5' x 3' size to be placed with a wide central aisle
  - c. 12 – 15 tables of 5' x 3' size, covered with table cloth
  - d. chairs per table, and 6 – 10 additional stray chairs
  - e. Area for placement of 4 – 6 polling stations suitably enclosed to provide complete privacy to persons casting their votes
  - f. A lobby/waiting area outside the election room for candidates and/or their agents to sit during the polling process
11. An adequate number of toilets/rest rooms (separate for Gents & ladies) with hygienic interiors and customary amenities available in hotels.
12. Lift/Lifts if the building has more than 1 floor.
13. Adequate signage and fire-safety installations in all areas of the Conference.
14. Controlled access to the Conference hall and dining areas
15. Round-the-clock security in the Trade Exhibition area and the public areas
16. Provision of an adequate number of drinking water stations

It is desirable that the venue for the scientific sessions, exhibition and dining be in proximity, connected and easily accessible from each other; the entry to the dining area is preferably provided through the trade exhibition area to provide an opportunity for delegates & exhibitors to interact.

### **Inspection of Proposed Venue**

Every zone shall propose three probable venues/cities in the order of preference four years in advance of USICON in that zone. The proposal of the zone hosting the conference shall be examined and deliberated upon for suitability and feasibility by the executive council in its

penultimate meeting of the year before the annual conference of USI alongside which the general body meets to receive the proposal of the zone duly ratified by the council for approval. The USI council may send its representatives at its cost to proposed venues if deemed necessary. The second and the final inspection (this may be the first if the USI council felt that a preliminary inspection is not necessary in a given zone) shall be by the President elect one year ahead of the USICON. The TA/DA and all legitimate expenses of the President elect shall be paid from the USICON PERMANENT ACCOUNT. The local organizing committee shall actively assist the President elect during such an official quest.

### **Event Managers**

The USI council shall appoint event managers in consultation with the local organizing committee to conduct the USICON who shall be selected and appointed as follows:

- A. An event manager will be selected one year before the conference to arrange help in registration before and during the Conference at registration counters, accommodation, and Conference kit bag distribution, volunteers, Master of Ceremony and any other job assigned by the USICON core committee or Local Organizing Committee.
- B. The event manager shall be from the city or zone where the conference is held. The event manager can also be from outside the zone if choice permits.
- C. The selection process will be transparent by way of calling for tenders from agencies with proven past track record in conducting such mega events and shall be approved by the USICON CORE COMMITTEE one year before the conference. The USI council in consultation with those fraternal bodies which organize national events with the help of event managing companies will work out standards for those eligible to file tenders.
- D. The USICON core committee as well as local organizing committee shall enter into a tripartite memorandum of understanding with the event manager which shall have a clause among others, pertaining to termination with no obligation for payment or right to grievance redressal.
- E. The central core committee shall also short list additional event managers for contingencies and this shall be in consultation with local organizing committee
- F. All payments to the event manager shall be from USICON ACCOUNT earmarked a given USICON only.

### **Communication to members about the conference**

The Local organizing committee (LOC) will develop and update the USICON website and regularly maintain it. The LOC shall bring out the first announcement and brochure at least 12 months prior to the date of the Conference, and the second brochure at least 6 months before the date of the Conference. It may bring out a third brochure if it so desires.

It is the policy and endeavour of the USI to be environment conscious, and not to use paper communication as far as possible. The brochures may be circulated to members electronically keeping this objective in mind.

### **TRADE PARTICIPATION:**

Trade participation is an important aspect of the Conference. The tariff for trade participation is to be approved by the USICON core committee in comparison with the tariff at previous Conferences and considering the relative costs in different cities. The tariffs for

trade participation shall be kept at a level that exhibitors find it attractive to participate. A larger number of trade participants will also enhance the financial viability of the Conference. Trade delegates shall make all remittances directly to the USICON ACCOUNT earmarked for a given USICON.

#### **ROLE OF LOCAL ORGANIZING COMMITTEE**

- A. The local organizing committee (LOC) will assist the USICON core committee (UCC) in identifying the best conventional hall in the city.
- B. The local organizing committee (LOC) will attend to the infrastructural needs of the conference (detailed in several paragraphs of this document)
- C. The LOC shall raise invoices and vouchers for payments from USICON PERMANENT ACCOUNT (UPA)
- D. The LOC shall be entitled to reimbursement of all legitimate expenditure incurred by it.
- E. The LOC will bring out a souvenir which will have articles on the host city, the composition of LOC, Program grid, list of trade delegates and advertisements. The tariff towards the advertisements will be jointly worked out by the UCC and LOC and the receipts will be credited to the USICON T ACCOUNT and the cost of publishing the souvenir will be paid from USICON ACCOUNT.
- F. The LOC will closely interact with the event manager and also oversee its work from time to time and also keep the UCC posted about the progress made.
- G. The LOC will help the UCC in identifying an official travel agent for transportation of delegates and guests and the expenditure incurred (excluding individuals) shall be paid for from the USICON ACCOUNT.
- H. The LOC shall run a conference secretariat for a stipulated period with secretarial assistance and the expenses incurred will be paid from USICON PERMANENT ACCOUNT. The secretariat shall also maintain the ledger and journal of daily transactions.
- I. The LOC shall sign a memorandum of understanding (MoU) as to its obligations and responsibilities and shall abide by it.
- J. The UPA shall advance monies to agencies which are engaged by the LOC from time to time
- K. LOC shall guide the UCC if any payment has to be withheld for substandard service provided by the agencies engaged for the conference.
- L. LOC shall create sub-committees for specified tasks who shall report to the organizing chairman / Secretary
- M. The LOC shall ensure availability of adequate number of supervising volunteers from among fellow urologists of the host city to oversee the work at the venue.
- N. While the honorary secretary shall finalize all overseas guests, the LOC may recommend celebrity speakers-both urological and other domains which shall be cleared by the UCC and forwarded to the council for approval.
- O. The gala dinners, entertainment and all such other additional activities which are deemed to be necessary to make the USICON a memorable experience shall be jointly worked out by LOC and UCC.
- P. The LOC and UCC shall canvas for maximal funds from appropriate sources to ensure that there shall be least likelihood of deficits.

- Q. The local organizing committee shall obtain the necessary permissions and clearances as per the prevailing laws from the Ministry of Home, Ministry of Health and Family Welfare, Ministry of External affairs, Government of India apart from the various licences to be obtained locally. All these must be obtained well in advance so that there is no last minute hassle. The details and models of the above may be obtained from the Central Office.**
- R. The Local Organizing Committee should get CME accreditation from the Medical Council of India or its Equivalent Body in future (In the event of MCI being replaced). The number of credit hours for the delegates should be reflected in their Certificates.
- S. Appoint a service-provider or travel agent to handle requests for accommodation.**
- T. The LOC shall reserve sufficient rooms to accommodate USI office bearers, guests and past presidents at a good hotel/ preferably at the venue if it is a hotel.
- U. The LOC shall engage a transport agency for all the necessary transfers of the dignitaries, officials and guests. The central office shall actively assist the LOC in preparing a master list for this purpose
- V. The LOC shall also plan and execute cultural program and accompanying delegates program
- W. The LOC shall address fire safety, security and food safety issues
- X. The LOC shall assist the UCC in applying for an appropriate insurance policy to cover the entire event.
- Y. The LOC shall appoint an official photographer for the entire event
- Z. The LOC shall also identify an emergency medical services provider

## **REGISTRATION**

The registration fee shall be fixed by the executive council of USI and will be approved by the AGM. All remittances shall be made online to UPA. Spot registrations will be done with help of LOC/event manager team and the receipts shall be credited to UPA.

## **FINANCES FOR THE CONFERENCE**

As many activities connected to the Conference will have to begin well in advance, the central core committee along with local organizing committee shall actively engage in fund generation for forthcoming USICON.

### **Preparation of Budget**

A mandatory budget exercise shall be carried out by the central core committee to apprise the local organizing Committee of the feasibility of activities planned for the Conference. For easy understanding, they have been placed under the heads of “Provision for expected Income” and “Provision for expected Expenditure”. It is to be understood, that these are likely to change and evolve with the passage of time, and may vary with local conditions.

### **Provision for Expected Income:**

1. Grants from Government agencies.
2. Corporate-level sponsorships with major industries (to be negotiated and executed by the National Executive of USI).
3. Sponsorship from the Urological equipment manufacturers, and Pharmaceutical Companies, who participate in the trade exhibition.
4. Sponsored scientific sessions, lunches & dinners.



5. Advertisements in the brochures, conference book, etc.
6. Registration fee from the delegates participating in the Conference.
7. Donations from local Industries, Agencies, Departments and well-wishers.
8. From advertisements in a souvenir, if one is brought out.

**Provision for Expected Expenditure:**

1. Cost of printing of brochures, scientific program, Conference book, invitation cards, etc.
2. Rental for venue.
3. Expenditure on audio visual arrangements and internet connectivity.
4. Expenditure on stage arrangements.
5. Expenditure on special requirements of lighting, sound etc. required by performers at the cultural programme, programmes for accompanying persons and the banquet.
6. Professional fees payable to the performing artistes/group for the cultural programme, banquet and programmes for accompanying persons.
7. Expenses on conducted tours, if any, for accompanying persons.
8. Expenses on registration kit and any complimentary articles included in the kit.
9. Expenses for the venue, all meals, including lunches & dinners hosted by the conference.
10. Postal expenses including letters, brochures, telephone, fax and mails, to guests and members.
11. Expenses on local hospitality, including accommodation & other expenses for guests, speakers, USI executives, Central office staff and USI Council members.
12. Expenses of staff at the Conference secretariat and payment for Event Managers.
13. Cost of fabrication, signage, and the arrangement of trade exhibition.
14. Cost of photography/recording.
15. Cost of Press Conference, publicity etc.
16. Payments to drivers, casual labourers, etc.
17. Out of pocket expenses incurred by authorised persons in connection with the Conference.
18. Expenses towards bookkeeping and auditing of Conference accounts.
19. Expenses towards preparing Conference mobile application.

**FINANCIAL CYCLE AND SURPLUS**

Every USICON shall operate within a financial cycle which shall commence one year before the date of conference and shall end within three months of conclusion of the conference. Thereafter all pending payments and receipts are kept as outstanding and surplus if any is worked out. The same shall be shared by the USI, Zone where the conference is held and the local host which should be a registered body. The share of the USI is retained in the UPA.

**PLAN FOR A CONTINGENCY**

In the unforeseen event of the Host city and both the venues of that city being left damaged far from being usable for the Conference by natural disasters like Cyclone / earthquake/fire, or Local law and order problems like riots/strikes, etc., the Conference may be shifted for that year to another City of the same zone approved by the USI Council on the suggestion of

the Zone or to the Host city of next year in the event of the Zone failing to find an alternate City in the their Zone to host, in order to avoid missing a Conference of that year.

Procedure: Once it is certain that proceeding with the planned Conference may not be practically possible or unsafe for the delegates and trade to come to the Hosting City, the USI Council by itself or on recommendation from the Local Organizing Committee/Zone shall convene an extra ordinary meeting of the USI Council with the Organizing Committees of that year and the subsequent year and critically assess the situation. For this, the Team for the following year is instructed to be ready with a dry run of hosting the advanced Conference in case of an emergency. The City which has lost its turn may be requested to host the Conference in the subsequent year, if the zone could not find an **alternate city to host that year**.

#### **THE IJU SUPPLEMENT**

The IJU shall bring out a supplement which shall carry the abstracts and the supplement shall also have advertisements. The UPA shall pay either part or full cost of publication.

#### **THE SCIENTIFIC PROGRAM**

The honorary secretary shall be entirely in charge of/responsible for the scientific program. This shall be in exercise of the powers and author conferred on this officer by the constitution of the USI. The Local organizing committee shall provide the necessary support and inputs to the former for the smooth conduct of the scientific sessions.

#### **CONDUCT OF “INDUSTRY-SPONSORED” SESSIONS**

There shall be no such programme during the scheduled scientific events communicated by the USI Secretary. If at all, such sessions/programmes are planned, prior approval must be obtained from the USI Secretary & the Executive Council, and can only be scheduled in such a manner that they commence after the day's scheduled scientific programme has concluded in all halls. They may also be held in the morning at a time when such a session must conclude before 08.00 a.m. and leave the halls free for the regular sessions. The Central Core committee and Local organizing committee shall ensure this without compromise.

#### **THE AUDIO-VISUALS**

The audio-visuals shall be entrusted to professional agencies with an established track record and there shall not be any compromise on this. The authority to appoint the audio-visual agency shall be with the central core committee.

#### **RESPONSIBILITIES OF THE USI CENTRAL OFFICE TOWARDS ANNUAL CONFERENCE:**

1. The Central Office
  - a. Will help the USI Secretary in the planning, preparation & coordination of the scientific programme.
  - b. The USI Secretary & Central Office will be responsible for creating links to the Conference website on the USI website and dissemination of the news of the Conference preparations through the USI website and newsletters.
  - c. Will participate in the Zonal Conferences and promote USI membership and update the database of the members.
  - d. Will promote the Annual Conference on behalf of the Organizers to Urologists and Surgeons in India and abroad.

2. The Central Office will help the USI Secretary in the process of online paper/video /abstracts submission, review of papers/abstracts, selection of papers and publication of scientific program.
3. The USI Secretary & Central Office will be responsible for correspondence with invited Orators and Invited faculty.
4. The Central Office will help the USI Secretary in the selection of, and correspondence with the chairpersons, convenors and moderators for the scientific sessions during the Conference.
5. The Central Office will help the USI Secretary for communicating the finalised scientific programme to the Organising Committee for printing in the Conference booklet.
6. The USI Secretary & Central Office will be responsible preparation of Gold Medals, Awards / Certificates / Mementos for award winners, orators and invited faculty.
7. The Central Office will help the USI Secretary for making arrangements for the conduct of Council meetings, election of office-bearers & the Annual General Body Meeting.
8. USI Booth will be managed by the Central Office for the following:
  - a. Receiving membership & conversion applications
  - b. Updating database of members
  - c. Distribution of the USI publications to the members
  - d. Solving any other problems of the members.
  - e. Pre-registering delegates for the subsequent year's Conference if the Organising Committee of that Conference so desires.

#### **USI OFFICE AT ANNUAL CONFERENCE VENUE**

The secretariat of the USI shall function from a designated area during the days of the Conference. The organisers shall provide a prime location in the main lobby or reception area for the setting up of the USI office.

#### **The organisers shall also arrange for the following:**

1. The USI Office must have electrical connections and broadband wifi/internet connection.
2. Counter for placing 2 laptops and a printer with at least 3-5 tables and around 5-7 chairs.
3. Volunteers from local Organising Committee on each day of the Conference.

#### **PRIVILEGES TO BE EXTENDED**

It shall be joint responsibility of central core and local Organising Committees to extend the following privileges:

1. Local hospitality to the USI Executive, USI Council members, BOE Chairman Chairman of Indian School of Urology & IJU Editor.
2. Accommodation, registration during the conference and local transport of Central office staff of the USI preferably near the accommodation of the Council.
3. Complimentary registration, accommodation & local transport to invited national/overseas faculty who take part in the scientific sessions like Invited Lecture,

Symposium, etc. and to the Pathologist for the CPC when a CPC is part of the programme.

4. Accommodation and local transport for the USI Auditor if he is required to be present at the Annual general body meeting.
5. Complimentary registration, accommodation& local hospitality for any official guests of USI according to the list given by the Office of USI Secretary.

It is preferable to accommodate the Council members, foreign faculty and Past Presidents of USI in the same accommodation facility. It is suggested to block around 80 rooms for this purpose, even before officially announcing the dates of the Conference.

To provide local hospitality to any guest of the local Organizing Committee, prior approval of the USI Council is required.

### **PROTOCOLS**

The central office of the USI will provide detailed protocols for the conduct of Inaugural function/ Annual general Body meeting and the valedictory function. The standard formats of various Memorandum of understanding (MoU), Checklists and guidelines for actual conduct of the USICON will be made available to the LOC from the USI central office. There shall be scope for modifications of these in a need based manner to meet the contingencies and same shall be done jointly by the UCC and LOC. Any disagreements between these two bodies will be resolved by the USI executive council. All documents which are bilateral in nature will be drafted by legal experts to ensure accountability and answerability.

### **REVISION**

The USI council shall revise this document at intervals of 5 years in a need based manner. The Council shall reserve the discretionary powers to accommodate needs of the local organizing committee after deliberations and by voting if need be.

The USI central office shall maintain a data base of all registered city chapters of urology in the country and seek inputs from these bodies on various issues of relevance from time to time for inclusion/exclusion during revision exercises.

## **GUIDELINES FOR THE ORGANISATION OF OPERATIVE WORKSHOPS UNDER THE AEGIS OF ASU**

Individual Institutions, city chapters, State chapters and other organisations host operative workshops from time-to-time. The ASU may also, on occasion, organise such workshops as part of its academic agenda. For the ASU, the safety of patients and adherence to Medical & Professional ethics is the foremost consideration at all times. With this in mind, the following broad guidelines have been laid down for the conduct of such workshops.

### **Requirements at the Venue**

1. The hospital where the workshop is proposed to be held should have full-time Urologists available on its permanent staff
2. The primary responsibility for the care of patients undergoing surgery at the workshop shall be with one of the full-time Urologists on the permanent staff of the hospital, and this shall be reflected in the medical records of the patients
3. All patients should have undergone a comprehensive Urological evaluation, and should have a diagnosis made at the time of admission to hospital
4. Informed consent should have been obtained from the patients by the Urologist in charge, and the consent should specifically State that the patient shall be operated at the workshop
5. All patients shortlisted for surgery at the workshop shall have undergone a formal pre-anaesthesia evaluation by a qualified Anaesthetist, and consent should have been obtained for anaesthesia
6. The informed consents should explicitly state the expenses to be borne by the patient, and those that are to be waived
7. Faculty performing operative procedures during the workshop should possess valid registrations with the Medical Council of India or one of the State Medical Council
8. In the case of overseas Faculty (as also non-resident Indian Faculty), temporary registrations with the Medical Council of India should be mandatorily obtained well in advance of the date of the workshop
9. Reasonable, adequate professional background verification of the expertise and performance record of the Faculty member should have been carried out and documented
10. The Faculty shall have identified patients listed in their name for identified surgical procedures, and this list should be adhered to
11. The operating Faculty member shall independently evaluate patients in the list in advance of the day of surgery, and conclude on the presence of appropriate indications for the surgery proposed
12. Where the Faculty member is satisfied about the indication, the same shall be recorded formally in the case records
13. The anaesthesia team shall possess adequate expertise and experience to administer anaesthesia for the type of surgical procedure performed, and for the associated post-anaesthesia care
14. The following surgery-related infrastructure shall be mandatory:
  - a. Appropriate zoning within the operation theatre complex

- b. Changing rooms for staff (separate for males & females), with lockers, clothesline/pegs, and a wash room attached
  - c. Appropriate OT apparel, and footwear
  - d. A fully equipped pre-anaesthesia room for receiving patients, and monitoring them prior to shifting them in to the operating rooms
  - e. At least **three** operating rooms in the same O.T. complex made available for the workshop, with at least one kept free at any given time for changeover between cases
  - f. All mandatory monitoring requirements for anaesthesia and surgery
  - g. Scrub nurses familiar with the operative procedures being performed
  - h. Surgical accessories like C-arm, Diathermy, Fragmentation devices, Sealing devices, intra operative ultrasound, Laparoscopy tower, etc. as may be required for the surgical procedures being performed
  - i. In the case of procedures using Laser, adequate protection and safety devices for patients and personnel working in the operating room
  - j. Clean, uninterrupted power supply to all devices and equipment throughout the working day.
  - k. A fully equipped post-operative recovery room staffed by Anaesthetists for immediate post-operative monitoring
15. All equipment used shall be standard equipment approved for use by the appropriate regulatory authority
  16. All implantable medical devices, prostheses and material used or left inside the body should have received certification/approval by the appropriate regulatory bodies
  17. The Operation Theatre complex shall have safety devices like fire alarms, fire extinguishers, fire-exits, etc. available throughout the duration of the workshop
  18. The management of biomedical waste shall be as per statutory norms
  19. An intensive care unit shall be available for the care and monitoring of patients requiring intensive care postoperatively
  20. Back-up teams (for e.g. Vascular surgeon, GI surgeon, etc.) as appropriate to the types of surgery being demonstrated and the intra-operative difficulties anticipated.

It would be prudent for the entire team of operating surgeons and anesthetists meet with one another on the day prior to the workshop, in the operation theatre complex, and check out the requirements and arrangements.

Where the transmission of procedures is to a site outside the campus of the host hospital, the network should have been laid in advance and tested intensively for fidelity and integrity so that the viewing experience is a satisfactory one.

***This is a guidance document from the ASU. Any specific guidelines notified by the Medical Council of India, the Central/State government or statutory bodies shall be applicable and shall be followed.***



## **GUIDELINES FOR THE KHIVRAJ MEMORIAL SYMPOSIUM OF ASU**

### ***Objectives***

The symposium is expected to bring to members attending the Annual Scientific Meeting the breadth & depth of scientific thought and endeavour in the field of Urology. It will feature leading experts from Urology and other disciplines, who will, in the course of their deliberations, share information and thoughts that serve the core objectives of the symposium.

### ***Timing & Duration***

The symposium is to be held during a plenary session of the Annual Scientific Meeting. The time-slot and time will be allotted in the timetable of the scientific session drawn up prior to the Annual Scientific Meeting, and the same shall be circulated to all members. Usually 45 – 60 min duration is allocated for this session.

### ***Convenor***

The convenor for the symposium will be chosen from among members of the ASU. The Secretary will invite nominations and applications in the newsletter, and members desirous of convening the symposium shall submit their applications in the prescribed form, attaching relevant documents as required and indicating a topic for the symposium. The choice of the convenor will be made from among the applicants by the Executive Council on the basis of the information provided and presented to the General Body of the Association for ratification. In the event of no application having been received, the Executive Council shall choose a member keeping in view the objectives of the symposium, and present the same to General Body for ratification.

Normally, a member who has convened this symposium once shall not be considered for nomination as convenor a second time. However, the member can feature as Faculty depending on the choice of the convenor nominated by the Council.

### ***Symposium Faculty***

The symposium Faculty shall be chosen by the convenor. It is expected that the chosen Faculty shall be experts with original work in the fields that they are going to cover during the deliberations. At least one member of the Faculty shall be a member of the ASU with the relevant experience/expertise.

### ***Arrangements for Faculty***

1. Where the Faculty is a member of the ASU, the Faculty member shall bear all expenses including registration for the Conference.
2. Where the Faculty is not a member of the ASU, the following arrangements shall be made:
  - a. The ASU shall reimburse the economy class air-fare or AC 2-tier travel expenses by the shortest route (subject to budget allocations of the Association for the session)

- b. The local Organizing Committee shall provide complimentary registration for the Conference;
  - c. The local Organizing Committee shall provide overnight accommodation to the Faculty at the venue or in a suitable hotel/guestHouse; and
  - d. The local Organizing Committee shall arrange for the Faculty to be picked-up from and dropped back to the airport/railway station, and also make arrangements for local transport if the place of lodging is not at the venue.
3. The convenor for the symposium shall provide all details of such Faculty to the Secretary of the ASU at least two months prior to the date of the symposium and obtain approval for the same.
4. The Secretary , upon receiving such information, shall pass it on to the local Organizing Committee for necessary action, and obtain timely confirmation of compliance from them.

## GUIDELINES FOR CONDUCT OF ASU-PROF.NALINI VENUGOPAL CLINICO-PATHOLOGICAL CONFERENCE (CPC)

### Allocation of time: Total 30 minutes (Usually)

1. Presenter's presentation	8 minutes
2. Discussant's presentation	8 minutes
3. Diagnoses from the floor	4 minutes
4. Pathologist's presentation	8 minutes
5. Summarisation	2 minutes

### Selection of case

Cases submitted for presentation at the CPC shall meet the following criteria:

1. The cases shall not have a clear diagnosis at the end of the clinical evaluation, laboratory diagnostics & imaging; or
2. The eventual diagnosis shall be at a variance with the pre-operative diagnosis; or
3. Shall have yielded a rare and unique pathological diagnosis worthy of learning more about
4. The cases should have been fully worked-up as per contemporary best practices and the presenter (or a member of the unit involved at all stages in the management of the case) has committed to present the same at the CPC
5. All investigation reports shall be available and presented
6. All imaging results and images shall be available and presented
7. The presenter has committed in writing to send all the details of the case mentioned in # 4 to # 6 above to the discussant, without holding anything back
8. The Pathologist involved in making the pathological diagnosis (or a member of the Pathology team involved) has committed in writing to attending the CPC and presenting the pathology material
9. The case shall be reviewed by the Scientific committee; if more than one case is present, the scientific committee (or a committee of referees) shall rate the cases and the one with the highest rating shall be chosen
10. The decision of the committee shall be final

### Format of the Clinico-Pathological Conference (CPC)

Clinico-Pathological Conferences feature three segments – *Case Presentation, Case Discussion & Pathology Presentation*. A Moderator shall be in-charge of the session, and will be the sole arbiter during discussions.

The roles of the Presenter, Discussant & Pathologist shall be as follows.

### **Role & Responsibilities of the Presenter**

1. The presenter shall submit the full case summary along with the laboratory investigation results and imaging to the Secretary to place before the scientific committee (or committee of referees)
2. The presenter selected to make the presentation shall prepare a power-point (or similar) presentation
3. The duration of the presentation shall be 8 minutes
4. The presenter shall not give any diagnosis at the end of the presentation
5. The presenter shall answer any questions that the discussant may have, but shall not ask for opinions from the House, or anybody else

### **Role & Responsibilities of the Discussant**

1. The discussant shall prepare a power-point (or similar) presentation
2. The duration of the presentation shall be 8 minutes
3. The discussant shall briefly summarise the clinical aspects of the case
4. The discussant will then provide a list of differential diagnoses
5. For each of the diagnoses in the differential diagnosis, the discussion will list out the *pros* and *cons* with, supporting evidence from the clinical presentation, laboratory results and imaging findings
6. The discussant will present his/her Final Diagnosis with facts and evidence in support of his choice
7. The discussant will offer only one final diagnosis

### **Role & Responsibilities of the Pathologist**

1. The Pathologist shall present the gross findings, with photographs if available
2. The Pathologist will present the histology findings, with photomicrographs
3. The Pathologist will present findings of special stains, immunohistochemistry, immunofluorescence and any other techniques used for arriving at the pathological diagnosis, along with the relevant supporting photomicrographs/images
4. The Pathologist will announce the final diagnosis, and share the logic by which it was arrived
5. The pathologist shall also briefly deconstruct the other differential diagnoses offered by the discussant with reasons
6. The duration of the presentation shall be 8 minutes

### **Role & Responsibilities of the Moderator**

1. The chairperson/moderator shall be responsible for the smooth and orderly conduct of the session
2. He/she shall ensure that each of the segments proceeds in the order laid down
3. He/she shall ensure that time-discipline is maintained
4. He/she shall seek opinions from the audience on any other final diagnosis anybody may want to offer after the discussant has finished presenting the same

5. He/she shall bridge any information gaps in the presentations through effective intervention
6. He/she shall round-off the Conference with closing remarks

## **APPLICATION FOR CONDUCT OF USI-ISU MOCK EXAMS IN SOUTH INDIAN INSTITUTIONS**

### **Mandatory Requirements**

1. Applicants have to be Medical College Departments running MCh course or Departments in multi-speciality hospitals running DNB course in Urology / Genitourinary Surgery.
2. The MCh/DNB programme should have been established at least 3 years before the date of the proposed mock exams.
3. Applicant departments must have a full complement of Faculty as prescribed by the IMC or NBE.
4. The following infrastructure must-be available in the Institution premises:
  - a. 3 classrooms or examination halls capable of accommodating at least 100 persons each
  - b. Halls should have desks & benches or tables& chairs or chairs with writing tabs
  - c. Halls should have adequate ventilation and fans or air-conditioning
  - d. Each hall should have the following audio-visual aids:
    - i. One 6 x 4 feet screen (minimum size)
    - ii. Amplifier & Mixer with sufficient number of speakers
    - iii. One LCD projector of at least 2500 lumens brightness
    - iv. One collar microphone for presenter, two cordless microphones for candidates
    - v. Standby LCD projector, microphones, battery replacements
    - vi. Laser pointers – 2 nos. (one for Faculty, one for candidate)
    - vii. X-ray view-boxes/ viewing lobbies
  - e. Drinking water provision for participants
  - f. Restrooms – for males, for females
  - g. Dining area for meals
5. The Institution must be able to furnish case material in the following areas:
  - a. Congenital anomalies
  - b. Genito-urinary trauma & sequelae
  - c. Renal tumours
  - d. Bladder tumours
  - e. Testicular tumours
  - f. Penile tumours
  - g. Calculus disease
  - h. Bladder outlet obstruction
  - i. Neurovesical dysfunction
  - j. Urinary tract infections & sequelae,
  - k. Complications of urologic surgical procedures, and

- I. Other Urological cases of common interest
6. All cases must be fully worked-up with all investigations results and imaging available.
7. A list of cases & summary of history & physical exam findings must be prepared beforehand and submitted to the Chairman BOE if requested for.
8. In addition to cases & case material, the following should be available for viva-voce:
  - a. A full set of lower tract endoUrology instruments & accessories
  - b. A full set of upper tract endoUrology instruments & accessories
  - c. Ancillary equipments used with the above
  - d. Important open-surgical instruments
  - e. Different types of ureteric catheters
  - f. Different types of urethral catheters
  - g. Implants & external devices used in Urology
9. A set of plain X-rays, Contrast studies, CT Scan images, MRI images, Nuclear medicine images (with report), Uroflowmetry tracings & Urodynamic tracings.
10. A set of residents or junior doctors to present the material and to provide assistance whenever requested for by the Faculty.
11. One lunch and two tea/coffee breaks each day, with tea/coffee being served next to the halls.

#### **Desirable Requirements**

1. Hostel accommodation or suitable low-cost accommodation for participants in the vicinity of the venue
2. Hotel/guest-House accommodation for Faculty with
  - a. Air-conditioned rooms,
  - b. Room service, television,
  - c. Breakfast & dining facility
  - d. Newspaper
  - e. WiFi internet connectivity



### **Application**

1. Name of Institution:
2. Name of Department Head:
3. Name of Course offered:
4. Number of years the course has run for:
5. Number of residents in the department:
6. Number of full-time Faculty:
7. Distance from nearest Airport:
8. Distance from nearest Railway station:
9. Academic programmes conducted in the last 3 years (give details & dates)
10. Conformation with the mandatory requirements above – tick the appropriate column:

Req. No.	Available now	Can be arranged	Not available	Remarks
1.				
2.				
3.				
4. a				
4. b				
4. c				
4. d				

4. e				
4. f				
4. g				
5. a				
5. b				
5. c				
5. d				
5. e				
5. f				
5. g				
5. h				
5. i				
5. j				
5. k				
5. l				
6.				
7.				
8. a				
8. b				
8. c				
8. d				
8. e				
8. f				
8. g				
9.				
10.				
11.				

### **Additional Inputs**

Signature:

Name:

Date:

Place:

**EVALUATION OF PAPERS PRESENTED IN PODIUM SESSIONS DURING SZUSICON FOR  
CONSIDERATION OF AWARDS/PRIZES**

Scientific Content of Full Paper Submitted	Score			
	0	1	2	3
Title is specific and informative				
Design of the study is appropriate				
Hypothesis and objectives are clearly presented				
The rationale for the project and appropriate literature are included				
Methodology is clearly and completely explained				
Explores the significance and limitations of the data				
The results are clearly presented				
Figures and tables - appropriate & easy to understand				
Inconsistent results and counter-evidences are addressed				
The conclusions are reasonable for the data gathered				
The discussion addresses the major implications of the findings				
All sources are cited correctly in the slide text where appropriate				
The study is likely to change the existing clinical practice				
Provides new information, insight or synthesis beyond the existing literature				
Text is written in clear English with proper grammar & appropriate font				
<b>Presentation Style</b>				
Slides are visually appealing, with quality graphics and photos				
Confident and professional; good eye contact, clear voice, etc.				
Pace of presentation				
Good timing (not too long or short)				
Answered questions appropriately				
Marks obtained for Full Paper Submitted (Out of 45)				
Marks obtained for Presentation (Out of 15)				
Total Marks (Out of 60)				

**EVALUATION OF PAPERS PRESENTED IN VIDEO SESSIONS IN SZUSICON FOR  
CONSIDERATION OF AWARDS/PRIZES**

Scientific Content	Score			
	0	1	2	3
Title is specific and informative				
Design of the study is appropriate				
Methodology is clearly and completely explained				
Explores the significance and limitations of the data				
The results are clearly presented				
The conclusions are reasonable for the data gathered				
The discussion addresses the major implications of the findings				
The study is likely to change the existing clinical practice				
Provides new information, insight or technique beyond the existing literature				
Video is edited in clear English with proper grammar & appropriate font				
<b>Presentation Style</b>				
Visuals are appealing, with quality graphics and photos				
Confident and professional; good eye contact, clear voice, etc.				
Good timing (not too long or short)				
Pace of presentation				
Answered questions appropriately				
<b>Marks obtained for Full Video Submitted (Out of 30)</b>				
<b>Marks obtained for Presentation (Out of 15)</b>				
<b>Total Marks (Out of 45)</b>				

**EVALUATION OF PAPERS PRESENTED IN POSTER SESSION IN SZUSICON FOR CONSIDERATION  
OF AWARDS/PRIZES**

Scientific Content	Score			
	0	1	2	3
The title, figures and graphs are relevant to the content				
The poster is self explanatory				
The poster displays coherent information				
Provides new information, insight or synthesis beyond available literature.				
Message clearly expressed				
Impact of the content in clinical practice				
Adequate discussion of literature with references.				
The visual appearance of the poster				
Presented relevant summary of the content of the poster in the slide presented during discussion				
Answered questions appropriately				
<b>Total Score (Out of 30)</b>				



## SCIENTIFIC PAPERS FOR ANNUAL CONFERENCE OF ASU (SZUSICON)

### ABSTRACT SUBMISSION PROCESS AND INSTRUCTIONS TO AUTHORS

Abstracts (in prescribed format) are invited for the Annual Conferences of ASU for presentation in one of the following sessions

Podium session

Video session

Poster session

Ideas and Innovations

Black Pearls

Clinico Pathological Conference (CPC) (to be conducted in alternative years only)

### GENERAL INSTRUCTIONS

The scientific paper should fit into any one of the following categories that most closely describes the material for presentation which should be indicated at the appropriate column in the Abstract Submission Template.

1. Basic Sciences
2. Adrenal Diseases
3. Congenital Diseases
4. Infections
5. Urolithiasis
6. Benign Prostatic Hyperplasia
7. Uro-Oncology
8. Andrology
9. Neuro-Urology
10. Renal Transplantation
11. Paediatric Urology
12. Female Urology
13. Reconstructive Urology
14. Endo-Urology
15. Laparoscopic Urology
16. Miscellaneous

All abstracts should be original, unpublished work of the authors, with all listed authors (maximum six) having significant contribution to the completion of work. ***The scientific material included in the paper should not have been presented in any other Conferences and an undertaking in this regard should be signed and submitted along with the abstract.*** Abstracts for any type of presentation must follow the prescribed guidelines and should be submitted in the prescribed format available in ASU website, [www.szusi.com](http://www.szusi.com). The Abstract Submission Template can also be downloaded from this website

Submission of an abstract constitutes the author's commitment to present the work if accepted. All expenses associated with preparation and presentation of scientific matter should be borne by the author/presenter.

Video presentation should be on a particular technique or method.

All case reports should be presented as Posters.

The first author should be the presenter, he/she should have registered for the Conference and should be a member of ASU/applied for membership before 30<sup>th</sup> April.

Abstracts of the accepted paper will be printed in the Abstract Book by photo-prints. Therefore, authors must ensure error free text.

Abstracts not following the guidelines will be rejected.

The last date of submission of abstracts is 30<sup>th</sup> April.

Scientific papers will not be shifted from one presentation type to another.

One first author can submit and present a maximum of two scientific papers only for the entire Conference.

Members who fail to present paper after accepting, will be debarred from presentation for the next one year. Papers should not be repeated in different formats like Podium/Poster /Video.

All papers will be reviewed by a panel of reviewers before being accepted.

Notification of acceptance/rejection of abstracts and further details on presentation will be intimated to the corresponding authors sufficiently ahead of Conference.

### **FILLING UP OF ABSTRACT FORMS AND SUBMISSION**

Scientific papers for presentation during Annual Conference of Association of Southern Urologists (SZUSICON) should be submitted through Microsoft Conference Management Tool (CMT) program or any similar online program intimated by the Secretary prior to invitation for scientific papers. The details of paper submission through CMT program is as follows.

Please fill up the necessary details in respective fields in the Abstract Submission Page.

Go to the link <https://cmt.research.microsoft.com/szusiconxxxx/> available in the ASU website and proceed stepwise as indicated.

Once submitted, the authors will receive submission report from CMT site.

Abstracts generally should have the following style

#### ***Title***

The title should be brief and explanatory.

The title should be entered in capital letters, 12 point size in Times New Roman type. Abbreviations should not be used and the title should not be center aligned.

### ***Authors***

Details of authors should be entered in the respective columns.

Capital letters should not be used for listing authors' names.

The first author should be the presenter, he/she should have registered for the Conference and should be a member of ASU/applied for membership before 30<sup>th</sup> April.

### ***Institution, City, State, Country***

This should be typed in the respective columns.

The main Institution where the work has been conducted, should be listed. In case of multi centre involvement, name of the primary Institution, where work was conducted should be entered.

### ***Structured Abstract***

The structured abstract should not exceed 400 words (approx. 25 lines).

The abstract should be informative and specific.

The body must contain four separate paragraphs each preceded by the heading namely

a) Introduction and Objective   b) Methods   c) Results   d) Conclusions.

Standard abbreviations may be used but must be written in full at first use. Proprietary names of drugs are not allowed.

Justification style of paragraph design should be used.

Only Times New Roman font of 10 point type size should be used.

The text should be typed in single space without indenting paragraphs.

One line should be left between paragraphs and abstract headings.

## **ADDITIONAL INFORMATIONS FOR PRESENTATION OF PAPERS IN THE IDEAS/INNOVATIONS, CPC AND BLACK PEARLS SESSIONS**

The above format should be followed in general. However the style may be altered in the body of the text, to suit the paper.

Only one Idea/Innovation should be included in one paper. The paper should be specific and generalisation should be avoided. Scientific results of studies after implementation of these Ideas/Innovations should also be presented. The Ideas/Innovations should be genuine and should not be just minor modifications of existing systems.

For CPC, the detailed case history, physical findings and relevant investigations may be separately sent to the Secretary before the specified date as per the guidelines given elsewhere. Once accepted, detailed investigation reports may also have to be submitted to be forwarded by the Secretary to the Discussant of the case during Conference.

## **INSTRUCTIONS FOR PRESENTATION OF SCIENTIFIC PAPERS DURING Annual Conference of Association of Souther Urologists (SZUSICON)**

### **GENERAL INSTRUCTIONS**

The papers submitted for Annual Conference of Association of Souther Urologists (SZUSICON) will be peer reviewed and the referees' comments/marks will be available in the Author's Console of CMT or similar online paper submission system. Based on the marks, papers will be selected for presentation in the respective categories. The best six papers in the Podium and Video category will be included in the Prize Session. **The presenting author (first author) should be a member of ASU and should have registered for the Conference. Papers submitted by non-members will be rejected. Any change of presenter/session/sequence of presentation will not be permissible during the Conference. A maximum of only two papers are allowed per presenter during the entire proceedings of the Conference – any additional papers submitted by the same presenter will be rejected.** The duration of presentation will vary slightly each year and will be notified separately by the Secretary .

The detailed scientific program and the abstracts of papers accepted for presentation will be available in the ASU website. The papers can be tracked by the original ID number the author would have received when he/she submitted the paper through CMT or similar submission system.

### **SPECIFIC INSTRUCTIONS**

#### **PODIUM SESSION PRESENTATION**

The scientific material should be as power-point presentation. Presentation should be prepared in Microsoft PowerPoint

There will be provision only for single projection.

Only CDs and Pen Drives (preferably CDs) will be allowed for submission for presentation. Video tapes will not be accepted.

It is ideal not to have video clippings embedded in the presentations in Podium Sessions. For Video clippings to run from Powerpoint presentation, it should be made sure that the Video clipping is linked to the same CD

There will be three timer lights shown on the projection screens. Green light will be on for upto one minute from the maximum stipulated time for presentation. This will be followed by yellow light for one more minute. After this, the red light will come on. 15 seconds later, the microphone will stop functioning.

The duration for Podium Presentation is **6 minutes (5 minutes of green light and 1 minute of yellow light duration) + 2 minutes of discussion**.

**Personal Laptops of the presenter will not be allowed** for presentation since this causes unnecessary wastage of time for setting up the laptops. The material should be transferred from personal Laptops to the computers in the preview room before presentation and assured that the presentation runs well.

All materials should be submitted to the Preview Room on the previous day between 10 AM and 4 PM. Only materials submitted at the Preview Room will be permitted to be presented in the hall.

Practising or rehearsing of presentation during submission of material at the Preview Room will not be allowed.

### **VIDEO SESSION PRESENTATION**

The instructions for presentation of papers in Video Sessions are the same as above. The duration of presentation is **6 minutes (5 minutes of green light and 1 minute of yellow light duration) + 2 minutes of discussion**. Video tapes will not be accepted.

### **PRIZE PAPER SESSION PRESENTATION (PODIUM & VIDEO)**

The instructions are the same as given in the respective session presentations. However please note that the duration of presentation is usually **8 minutes (7 minutes of green light and 1 minute of yellow light duration) + 4 minutes of discussion** for both categories. The full paper of the presentations should be sent to Hon. Secretary of ASU by email before 15 June, which also carries marks in the final judgement of the paper. Any comments made by any member of the Institution from where the paper has been submitted during discussion will lead to disqualification of the paper for considering for prize.

### **POSTER SESSION PRESENTATION**

The Poster Sessions can be **Moderated Poster Session or Unmoderated Poster Session**. Only **E-Posters** are permitted during the Conference. Each Poster should be prepared as **Landscape in PDF format or as power point** and displayed on the respective **Plasma Screen (42 inches)** between 9.00 AM to 5.00 PM on the respective day of presentation during the Conference. In case of Moderated Posters, **two Slides** containing relevant findings should also be presented in the respective session for a duration of **2 minutes**, which will be followed by another 2 minutes of discussion. The best Poster evaluation will be done based on the contents and preparation of E-Posters and the discussion during the respective session.

If may be decided by the Scientific Committee to pre-upload the E Poster to be presented in Annual Conference of Association of Souther Urologists (SZUSICON), in the electronic screen arranged at the venue, ahead of the date of Conference, to ensure smooth running of the E Posters in sequence. This will be intimated to the presenters and the deadline for submission of the material will be notified. The presenters will be requested to send the prepared poster alone as a single slide (as Powerpoint presentation or as PDF format) before 15 June to the ASU secretariat. The material will also be sent from the secretariat to the judges of the respective sessions for evaluation. The foolproof display of materials

submitted after 15 June cannot be guaranteed and any consequences arising due to late submission of display materials shall not be binding to the scientific committee of ASU.

***Guidelines for preparation of E-Posters***

1. E Poster should be submitted in a single Powerpoint slide.
2. Slide should be prepared in Microsoft Powerpoint 2007/2010/2013 format only.
3. Content should be clear and concise.
4. Don't overcrowd the slide.
5. Slide size and page setup should be 16:9 and landscape orientation.
6. Avoid fonts smaller than 14 size.
7. Use contrast for better visualization.
8. Do not embed audio or video in the slides.
9. Avoid using hyperlinks as internet access will not be available during presentation.
10. 42 Inch Plasma screen will be used for presentation at the venue.
11. If slide is created in Mac, OSX kindly send it in compatible format



## **PROTOCOL FOR OFFICIAL FUNCTIONS OF ASU**

### ***INAUGURATION CEREMONY OF Annual Conference of Association of Souther Urologists (SZUSICON)***

***(Duration not to exceed 1 hour)***

#### **Persons on the Dais**

In the centre: President – ASU

To the right of President: Chief Guest

To the left of President: President – USI, Secretary – ASU, Guest (# 2), and Secretary – Organizing Committee, in that order

To the right of the Chief Guest: Guest (# 1) Secretary – USI, Chairperson of Organizing Committee, in that order

#### **Order of Events**

1. Invocation
2. Welcome by the Chairperson of Organizing Committee
3. Lighting of the lamp: President – ASU, Chief guest, other dignitaries on the dais
4. Presidential address: President – ASU
5. Release of Souvenir *(if any)* by Chief Guest, Address by Chief Guest
6. Presentation of ASU Awards: President – ASU (Awards to be announced by Secretary – ASU)
7. Messages/Felicitations: President – USI, Guest (# 1), Guest (# 2) in that order
8. Vote of Thanks: Secretary – Organizing Committee
9. National Anthem

### ***VALEDECTORY FUNCTION OF Annual Conference of Association of Souther Urologists (SZUSICON)***

***(Duration not to exceed 30 min)***

#### **Persons on the Dais**

In the centre: President – ASU

To the right of President: An empty chair for installation of new President

To the left of President: Secretary – ASU, Secretary – Organizing Committee, in that order

To the right of the empty chair: Chairperson, Organizing Committee, Empty chairs on either side for the incoming office-bearers

#### **Order of Events**

1. Calling the meeting to order & brief remarks: President – ASU
2. Welcome: Chairperson – Organizing Committee

3. Announcement of Awards: Secretary – ASU (to be presented to winners by the President – ASU)
4. Other announcements by Secretary – ASU
5. Call for feedback from the floor: President – ASU
6. Installation of Incoming President by the outgoing President & change of chairs
7. Installation of new office-bearers by the new President
8. Vote of Thanks by the Secretary - Organizing Committee
9. Closing remarks by the new President
10. National Anthem

### ***INAUGURATION CEREMONY OF ASU – PROF.H.S.BHAT MID-TERM WORKSHOP***

***(Duration not to exceed 15 min)***

#### **Persons on the Dais**

In the centre: President – ASU

To the left of President: Secretary – ASU,

To the right of President: Chairperson – Local Organizing Committee,

To the left of Secretary – ASU: Secretary – Local Organizing Committee

#### **Order of Events**

Welcome address: Chairman – Local Organizing Committee

Tribute to Prof. H.S.Bhat (Through a short speech/Documentary)

Inauguration & Lighting of the lamp: President – ASU, and others on the dais

Introduction to the theme of Workshop: Secretary – ASU

Vote of Thanks: Secretary – Local Organizing Committee

National Anthem

### ***INAUGURATION CEREMONY OF ASU COUNCIL MEMBER'S PROGRAM***

***( Duration not to exceed 30 minutes)***

#### **Persons on the Dais**

In the centre: President – ASU

To the left of President: Faculty, Secretary – ASU, Secretary – Local Organizing Committee

To the right of President: Chief Guest, ASU Council member, Chairperson – Local Organizing Committee,

### **Order of Events**

Welcome address: Chairman – Local Organizing Committee

Opening remarks: ASU President

Lighting of the lamp: President – ASU, and others on the dais

Inauguration & address : Chief Guest

Introduction to the theme of Workshop: ASU Council member

Address by :Faculty

ASU Secretary

Vote of Thanks: Secretary – Local Organizing Committee

### **Valedictory Function of ASU Council Member's program**

**( Duration not to exceed 30 minutes)**

#### **Persons on the Dais**

In the centre: President – ASU

To the left of President: Faculty, Secretary – ASU, Secretary – Local Organizing Committee

To the right of President: ASU Council member, Chairperson – Local Organizing Committee,

### **Order of Events**

Opening remarks: ASU President

Address by :Faculty

Feedback from the participants

Announcements ( if any): ASU Secretary

Winding up remarks: ASU Council member

Vote of Thanks: Secretary – Local Organizing Committee

## **GUIDELINES FOR SELECTION OF GUEST SPEAKERS/FACULTY/CHAIRPERSONS FOR CONFERENCES OF ASU**

### **Selection of Faculty**

The Association, through the Secretary and based on inputs from members, will maintain a database of subject experts on different topics in Urology. Faculty for workshops & Conference sessions shall be chosen from this database, taking into consideration their availability, their willingness to participate and feedback (*if any*) on their past track record. Ordinarily, the Faculty for these programmes shall be a mix of expertise, experience and youth.

In addition, the Secretary shall seek information on prospective Faculty in other fields related to Urology, for e.g. Uro pathology, Uroradiology, etc., and maintain a separate database of such experts. Wherever their expertise is required, they shall be utilised.

For events like symposia & CPC, the convenors for the events shall fix the Faculty in consultation with the Secretary of the ASU. All selections shall be ratified by the Executive Council – either at a formal meeting, or by circulation.

### **Selection of Orators & Speakers for Endowed Lectures**

The Secretary shall invite nominations from the members for the same, in the prescribed form available on the ASU website. An objective assessment of relative merits shall be made by the scientific committee, which shall recommend a maximum of three names for each event. The Executive Council of the ASU shall make the final choice. Prior to announcing the choice, the President – ASU, or the Secretary – ASU shall formally confirm the willingness of the selected individual to accept the assignment.

In the event members have put no suggestions forth within the prescribed time, the ASU Council shall make the choice based on similar objective criteria.

No person shall be selected twice for the same oration/lecture/event.

### **Selection of Chairpersons for Non-protocol Scientific Sessions**

The Secretary – ASU shall seek inputs from the State Associations, and nominations shall be submitted in the prescribed form available on the ASU website. Chairpersons shall be selected based on expertise, track record and experience. The selected set shall be a mix of seniors and upcoming juniors.

No person who has failed to chair the session allotted in any previous Conference, without intimating the Secretary, shall be selected for a period of 3 years beginning with the Conference immediately following the one where the infraction took place.

### ***GUIDELINES FOR CHAIRPERSONS DURING THE CONFERENCE PROCEEDINGS***

1. The room/hall where the session will be held has to be checked in advance & located in time
2. The Chairperson should be present in the room at least 15 minutes prior to start of the session.
3. All the presenters should be requested to be seated in the first row, to save time.
4. The session should be started on time, even if only one of the Chairpersons is available.
5. It should be ensured that the speakers strictly observe the time allotted to them.
6. If one presenter is not available on time, the next presenter should be invited. 'Late presentations' should not be accommodated.
7. Discussion from the floor should be encouraged, within the allotted time.
8. Discussants should be instructed to first clearly State their name, Institution and place; they should not speak without prior permission of the chairperson.
9. The questions from the floor participants should be specifically on the subject of presentation – the experience, opinions and personal comments of the floor participants should not be entertained, especially during Prize Paper Sessions.
10. The requests of the Chief Hall Co-ordinator should be honoured.
11. At the end of the session, the feedback form should be signed and handed over to the Secretary – ASU.

# **South Indian consensus- Efforts by ASU**

## **Evaluation & treatment of Bladder Carcinoma**

### **Guidelines of the 1<sup>st</sup> Consensus meeting**

27<sup>th</sup>-28<sup>th</sup> May 2006, Bangalore

Panel: Chairperson : Dr.Ganesh Gopalakrishnan, Vellore

Members : Dr.V.Srinivas, Mumbai

Dr.Joseph Thomas, Manipal

Dr.L.N.Dorairajan, Pondicherry

Dr.Santosh Kumar, Vellore

Dr.Sanjay Sinha, Hyderabad

Dr.Ginil Kumar, Kochi

Dr.R.Keshavamurthy, Bangalore

#### **Introduction:**

##### **1.1 The need for a guideline**

Carcinoma of bladder is the second most common malignancy of Genito Urinary tract. Seventy five percent of the patients present with superficial tumours and in 10% this will progress to muscle invasive cancer. Invasive cancer is an aggressive tumour with a poor prognosis.

There are considerable variations in surgical and non-surgical management of the disease.

Formulating a guideline for the entire subject of bladder carcinoma was not possible because of time constraints and it will be done in a staged manner to cover the entire subject in further meetings.

##### **1.2 Remit of Guideline**

This guideline is primarily directed at management of Transitional cell carcinoma of bladder. Less common tumours such as squamous cell carcinoma or adenocarcinomas and management of metastatic disease are not within the scope of this guideline.

This guideline group has addressed a few issues which are commonly encountered and the available evidence in the literature was reviewed to find a consensus for the issue.

##### **1.3 Statement of intent**



This guideline is not intended to be construed or to serve as standard of medical care. Standards of care are determined on the basis of all clinical data available for an individual case and are subject to change as scientific knowledge and technology advances and pattern of care evolve. Adherence to guideline recommendations will not ensure a successful outcome in every case, nor should they be construed as including all proper methods of care or excluding other acceptable methods of care aimed at the same results. The ultimate judgement regarding a particular clinical procedure or treatment plan must be made by the appropriate healthcare professional following discussion of the options with the patient, in light of the diagnostic and treatment choices available.

## **Evaluation and treatment of Transitional Cell Carcinoma of the Bladder – Guidelines of the first Consensus meeting**

### **Objective:**

1. To review the current evidence on certain specific issues related to the evaluation and treatment of transitional cell carcinoma of the urinary bladder.
2. To formulate evidence based guidelines pertaining to these specific issues.
3. To identify possible areas of research relevant to Indian Urological practice.

### **Classification**

The Tumour, Node, Metastases(TNM) 2002 classification approved by the International Union against Cancer is widely accepted.

#### *2002 TNM Classification of Urinary Bladder cancer*

T ( Primary tumour)

TX Primary tumour cannot be assessed

T0 No evidence of primary tumour

Ta Non-invasive papillary carcinoma

Tis Carcinoma in situ

T1 Tumour invades subepithelial connective tissue

T2 Tumour invades muscle

T2a Tumour invades superficial muscle ( inner half)

T2b Tumour invades deep muscle ( outer half)

T3 Tumour invades perivesical tissue

T3a Microscopically

T3b Macroscopically ( extravesical mass)

T4 Tumour invades any of the following : Prostate, uterus, vagina, pelvic wall, abdominal

Wall

T4a Tumour invades prostate, uterus or vagina

T4b Tumour invades pelvic wall or abdominal wall

N ( Lymph nodes)

Nx Regional lymph nodes cannot be assessed

N0 No regional lymph node metastasis

N1 Metastasis in a single lymph node 2cm or less in greatest dimension

N2 Metastasis in a single lymph node more than 2cm but not more than 5cm in greatest

Dimension or multiple lymph nodes , none more than 5cm in greatest dimension

N3 Metastasis in a lymph node more than 5cm in greatest dimension

M ( Distant metastasis)

MX Distant metastasis cannot be assessed

M0 No distant metastasis

M1 Distant metastasis

### **Histological Grading**

The histological classification of the World Health Organization ( WHO) is generally applied throughout the world.

pTNM Pathological The pT, pN, pM categories correspond to the T, N, M of the

Classification TNM classification

G Histopathological grading

GX Grade of differentiation cannot be assessed

G1 Well differentiated

G2 Moderately differentiated

G3 Poorly differentiated/ undifferentiated

### **Definition**

**Microscopic Hematuria:**

Three or more red blood cells per high power field of a midstream urinary specimen from two or three properly collected urine samples (precaution in female – she should not be menstruating) (1,2)

In patients who come with a report of microscopic hematuria, it would be better to repeat a urinalysis in your own laboratory and then proceed with evaluation.

**High risk group**

Macro hematuria and all patients with microscopic hematuria who are over 40 years of age, history of smoking, occupational risk and irritative LUTS.

**Superficial Bladder Cancer**

Is defined as one that does not involve the muscularis propria

**Invasive Bladder Cancer**

Is defined as one that histologically invades the muscularis propria

**References:**

1. **Grossfeld GD, Wolf JS, Litwin MS, Hricak H, Shuler CL, Agerter DC, Carroll P :**  
Evaluation of asymptomatic microscopic hematuria in adults: The American Urological Association best practice policy recommendations Part 1: definition, detection, prevalence and etiology. Urology 2001:57(4)
2. **Grossfeld GD, Wolf JS, Litwin MS, Hricak H, Shuler CL, Agerter DC, Carroll P :**  
Evaluation of asymptomatic microscopic hematuria in adults: The American Urological Association best practice policy recommendations Part 2: patient evaluation, cytology, voided markers, imaging, cystoscopy, nephrology, evaluation and follow up. Urology 2001:57(4)

**Role of Urine Cytology**

1. In hematuria evaluation – Cytology is recommended as initial evaluation for malignancy. Three samples on different days are preferable. If one sample is unequivocally positive for malignancy further sampling is not necessary.
2. In patients who have already been diagnosed to have a bladder tumour – Pre resection role of cytology is questionable.
3. Post resection follow up- urine cytology is recommended at each follow up visit prior to cystoscopy.

**Note:**

1. In patients on intravesical therapy, the cytologist should be made aware of this fact and the results interpreted accordingly.
2. Urine cytology alone cannot be used to plan radical surgery.

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1. **Planz B, Jochims E, Deix T, Caspers HP, Jakse G, Boecking A** : The role of urinary cytology for detection of bladder cancer. Eur J Surg Oncol 2005; 31 : 304-308.
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8. **Grossman HB, Messing E, Soloway M, Tomera K, Katz G, Berger Y, et al**: Detection of bladder cancer using a point of care proteomic assay. JAMA.2005;293:810-812

### Role of cystoscopy in evaluation of hematuria

1. Gross painless hematuria with negative imaging and negative cytology – Cystoscopy is mandatory (4)
2. Gross painless hematuria with tumour on initial imaging – A pre- TUR office cystoscopy/biopsy is not recommended.
3. Gross painless hematuria even with other identifiable pathology – Cystoscopy is recommended (4,5)
4. Microscopic hematuria – In all patients with positive cytology and those in high risk group cystoscopy is mandatory (1,2,3,6,7,8)

### Note:

1. Persistent LUTS / microhematuria after treatment of painful hematuria requires detailed evaluation including cystoscopy.
2. Routine cystoscopic cup biopsy on imaging proved apparently superficial bladder mass lesion is not recommended.

### References:

1. **Mohr DN, Offord KP, Owen RA et al** : Asymptomatic microhematuria and urologic disease: A population based study. JAMA 256:224-229,1986

2. **Sung Kyu Hong, Curie Ahn, Hyeon Hoe Kim** : The value of Cystoscopy as an initial Diagnostic Modality for asymptomatic microscopic hematuria. J Korean Med Sci 2001; 16:309-12
3. **Jones DJ, RJ Langstaff, SD Holt, BT Morgans** : The value of Cystourethroscopy in the investigation of Microscopic hematuria in adult males under 40 years. Journal of Urology 1988: 62, 541-545
4. **V Kumar, HR Patel, SM Nathan, RA Miller, AH Lawson** : Do we need to perform cystoscopy on all adults attending Urology centres as outpatients? Urologia Internationalis 2004, 73:198-200
5. **H Sells, R Cox** : Undiagnosed macroscopic hematuria revisited: a follow up of 146 patients : BJU International ( 2001) 88:6-8
6. **Jamison S Jaffe, Philip C Ginsberg, Raji Gill, Richard C Harkaway**: A new diagnostic algorithm for the evaluation of microscopic hematuria. Urology 57: 889-894
7. **MH Khadra, RS Pickard, M Charlton, PH Powell, SE Neal** : A prospective analysis of 1930 patients with hematuria to evaluate current diagnostic practice. Journal of Urology 2000 Vol 163:524-527
8. **Adrienne JK Carmack, Mark S Soloway** : The diagnosis and staging of bladder cancer: From RBC's to TURs. Urology Mar 2006, Vol 67, ( No 3A) 3-8

## Imaging for superficial bladder tumour

Ultrasound is the preferred imaging modality for superficial bladder tumour and associated upper tract pathologies and changes.

An IVU could be used to screen upper tract(1,2).

There is insufficient evidence to recommend CT/MRI as the initial evaluation (3,4,5)

### References:

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2. **Herranz-Amo F, Diez-Cordero JM, Verdu-Tartajo F, Bueno-Chomon G, Leal-Hernandez F, Bielsa-Carillo A**: Need for intravenous urography in patients with primary transitional cell carcinoma of the bladder. Eur Urol 1999;36: 221-224
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4. **Paik ML, Scolieri MJ, Brown SL, Spirnak JP, Resnick MI** : Limitations of computerized tomography in staging invasive bladder cancer before radical cystectomy. J Urol. 2000 Jun;163(6):1693-6
5. **Kirkali Z, Chan T, Manoharan M, Algaba F, Busch C, Cheng L, Kiemeny L, Kriegmair M, Montironi R, Murphy WM, Sesterhenn IA, Tachibana M, Weider J** : Bladder cancer epidemiology, staging and grading

## Treatment of Superficial bladder tumour

1. Anaesthesia – General, Spinal, Epidural with or without obturator block
2. Bimanual examination is an important adjunct to TURBT.
3. The resection should include deep muscle biopsy which should be labelled separately.
4. Complete resection must be achieved. In the rare event of incomplete resection, re-resection should be done as early as possible preferably in the same admission.
5. Mitomycin C ( 40 mg diluted in 40ml of normal saline to be instilled for 1 hour) is recommended in apparently superficial disease as a single intravesical instillation (1,2,3) given immediately after a TUR or within 6 hours provided bladder perforation has not occurred.

### References :

1. **Tolley DA, Hargreave TB, Smith PH, Williams JL, Grigor KM, Parmar MK, Freedman LS, Uscinska Bm** : Effect of intravesical Mitomycin C on recurrence of newly diagnosed superficial bladder cancer: Interim report from the Medical Research Council Subgroup on Superficial bladder Cancer ( Urological Cancer working Party). Br Med J ( Clin Res Ed). 1988 Jun 25; 296(6639): 1759-61
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## Role of random bladder mucosal biopsies

Random biopsies in superficial tumours are not recommended ( 2, 7)

Random biopsies are mandatory if there is a

1. Positive cytology with a normal looking mucosa (1,3,4,5,6)
2. If partial cystectomy is being contemplated

Note: Any abnormal looking mucosa must be biopsied

### References:

1. **Naohiro Fujimoto, Shuji Harada, Michikazu Terado, Hideki Sato, Tetsuro Matsumoto**: Multiple biopsies of normal looking urothelium in patients with superficial bladder cancer: Are they necessary? Int Journal of Urology 2003 10, 631-635
2. **J A Witjes, L A L M Kiemeney, A L M Verbeek, R P Heijbroek, F M J Debruyne and members of the Dutch South East Cooperative Urological Group**: Random bladder



biopsies and the risk of recurrent superficial bladder cancer: a prospective study in 1026 patients. World Journal of Urology, 1992, 10, 231-234

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7. **Van der Meijden AP, Oostelinck W, Brausi M:** Significance of bladder biopsies in Ta-T1 Bladder tumours: A report from EORTC GU group, Eur Urol 35: 267-271, 1999

## Follow Up protocol for Superficial bladder cancer

Follow up protocol depends on accurate histo-pathological interpretation of the initial tumour resection. In view of the varying reporting (1) practices of pathological reports of bladder cancer, we recommend that the initial resection biopsy slides are reviewed by two independent Pathologists.

### References:

1. **Parmar MK, Freedman LS, Hargreave TB, Trolley DA :** Prognostic factors for recurrence and follow up policies in the treatment of superficial bladder cancer: report from the British Medical Research Council Subgroup on superficial Bladder Cancer ( Urological Cancer Working Party). J Urol. 1989 Aug; 142(2 Pt 1) 284-8

## Re- resection

1. In all high grade tumours ( Ta /T1 G3) re-resection should be done at four weeks (1,2,3,4,5,6,7,8,9,10)
2. If the muscle is not identified in the initial resection, a re-resection is mandatory. (6,11,12)

### References:

1. **H W Herr :** The value of second transurethral resection in evaluating patients with bladder tumour. J Urol 1999; Vol 162:74-76
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12. **NCCN practice guidelines Oncology -V.1.2006**

## Check Cystoscopy

1. First check cystoscopy at three months is mandatory for all patients
2. If there is no recurrence at three months check cystoscopy and if the tumour was low stage, low grade and solitary – follow up with yearly cystoscopy for life is recommended (1).
3. For all other cases check cystoscopy 3 monthly for 2 years, 6 monthly for 2 years and yearly thereafter is recommended.
4. In the event of interval recurrence all patients must be followed up with the intensive protocol mentioned in no 3.
5. At each follow up visit urine cytology is recommended prior to check cystoscopy.

### Note:

Reducing the frequency of check cystoscopy could be considered and this needs to be validated by Indian studies

### References:

1. **Shelley MD, Wilt YJ, Court J, Coles B, Kynaston H, Mason MD**: Intravesical Bacillus Calmette-Guerin is superior to Mitomycin C in reducing tumour recurrences in high-risk superficial bladder cancer : A meta -analysis of randomized trials. BJU Int.2004 Mar; 93(4):485-90

## **Intravesical BCG in Superficial bladder Cancer**

### **Indication:**

It is mandatory in T1G3 and CIS (1,2,3)

Recommended for recurrent, multiple, large, high grade T1 bladder tumour and in patients who have failed prior intravesical chemotherapy ( 4,5).

### **Dosage:**

Danish 1331 is the most commonly used agent in our country.

120 mg dose diluted in 50ml saline, instilled immediately after reconstructing and under gravity and retained for 2 hours.

Ideally given 2-4 weeks after resection.

### **Contraindications:**

Active urinary infection

Traumatic catheterization

Presence of hematuria

### **Schedule:**

Induction – once a week for 6 weeks.

Maintenance is recommended- Once a month for 2 years or

3 weekly instillations at 3,6,12,18,24,30,36 months ( 6,7,8).

The check cystoscopy schedule is independent of the BCG schedule.

Failure to respond to 6 weeks therapy or early recurrence in high risk disease warrants aggressive therapy (9). Early identification of this group by cytology and biopsies is essential.

Routine antibiotic / INH is not recommended(10).

### **Note:**

1. Lower dose may be effective ( 11,12,13). This needs to be validated in Indian studies.
2. Lower dose may not be effective in high risk patients ( 12,13)

## **Combination of intravesical agents**

There is insufficient evidence to suggest that there is added advantage in combining other intravesical agents with BCG.

## References:

1. **Pansadoro V, Emiliozzi P, De Paula F et al:** Long term follow up of T1G3 transitional cell carcinoma of the bladder treated with intravesical Bacillus Calmette Guerin : 18 year experience. *Urology*,(2002) 59: 227-231
2. **Sylvester RJ, Adrian PM, van der Meijden et al :** Intravesical Bacillus Calmette Guerin reduces the risk of progression in patients with superficial bladder cancer: A meta analysis of the published results of randomized clinical trials. *J Urol*.(2002) 168: 1964-70
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12. **Martinez-Pineiro JA, Flores N, Isorna S, Solsona E et al:** Long -term follow-up of a randomized prospective trial comparing a standard 81mg dose of intravesical Bacillus Calmette Guerin with a reduced dose of 27mg in superficial bladder cancer . *BJU Int* ( 2002) 89/7 : 671-680

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## **Intravesical Mitomycin C in Superficial bladder cancer**

Mitomycin C is also recommended as an effective intravesical chemotherapeutic agent. The standard dose is 40mg diluted in 40ml of normal saline to be instilled and retained for 1 to 2 hours. It is given weekly for 6 -8 weeks (1)

### **Indications:**

Recommended for recurrent, multiple, large, high grade T1 bladder tumour, in patients who have failed prior intravesical chemotherapy or who cannot tolerate BCG (2,3,4,5)

Mitomycin C is inadequate first line treatment for T1G3 tumours and CIS where BCG is the treatment of choice (6).

### **References:**

1. **Solsona E, Iborra I, Ricos JV, Monros JL, Casanova J, Dumont R**: Effectiveness of a single immediate Mitomycin C instillation in patients with low risk superficial bladder cancer: short and long-term followup. *JUrol.*1999 Apr; 161(4):1120-3.
2. **Shelley MD, Wilt TJ, Court J, Coles B, Kynaston H, Mason MD**: Intravesical Bacillus Calmette Guerin is superior to Mitomycin C in reducing tumour recurrence In high risk superficial bladder cancer a meta-analysis of randomized trials. *BJU Int.*2004 Mar; 93(4):485-90
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## **Urinary tumour markers**

The panel recognizes the role and need for more accurate and non-invasive tests to identify bladder tumours without resorting to cystoscopy in follow up of patients. The currently available tests are hampered by their lower sensitivity and specificity.

Fluorescence in-situ hybridization ( FISH) appears to be a promising marker for the future.

At the present time, however, cystoscopy and cytology continue to remain the standard for the diagnosis of tumours in follow up ( 1,2,3,4,5)

#### **References:**

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2. **Felix M Brown:** Urine Cytology: Is it still the Gold Standard for screening? Urol Clin N Am 2001; (27):25-37
3. **Kumar A, Kumar R, Gupta NP:** Comparison of NMP22 Bladder Chek Test and Urine Cytology for the detection of Recurrent Bladder Cancer. Jpn J Clin Oncol.2006; 36(3): 172-5
4. **Grossman HB, Soloway M, Messing E et al :** Surveillance for recurrent bladder cancer using a point-of-care proteomic assay. JAMA. 2006 18;295(3):299-305
5. **Jennifer Laudadio et al:** Fluorescence in situ hybridization for detecting transitional cell carcinoma: Implications for clinical practice. BJU Int 2005; Vol 96; page 1280-1285

## **Imaging issues in Invasive bladder cancer**

### **CT Scan /MRI**

1. CT is used for planning treatment and management especially to assess the extent of local and metastatic disease (1).
2. Irrevocable histological proof of muscle invasive disease in bladder cancer is mandatory prior to treatment. CT scan/ MRI cannot be used instead of histology to make a diagnosis of invasive cancer (2,3,4)
3. MRI can be used instead of CT especially in case of renal insufficiency(5).
4. Whilst a chest x-ray is mandatory, CT chest is not needed in every case prior to definitive treatment. Chest CT is recommended if the chest x-ray is equivocal(6,7).
5. Lung lesion(s) on the CT should be biopsied before radical surgery. CT guided fine-needle aspiration cytology/ biopsy is the preferred modality (8,9)

### **Bone Scan**

The evidence for the role of routine bone scan in the preoperative assessment before radical surgery is equivocal(10,11).

Bone scan is mandatory in patients with raised alkaline phosphatase and/ or bone pain ( 12).



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## Issues related to treatment of invasive bladder cancer

### Lymphadenectomy during Radical Cystectomy

Standard bilateral pelvic lymphadenectomy is mandatory. There is growing evidence that extended lymphadenectomy at least up to aortic bifurcation and including the presacral nodes appears to be superior ( 1-15)

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## **Palliative Cystectomy**

It is recommended in patients who have metastatic disease where surgery is done with the sole intent of improving the quality of life and by relieving specific symptoms like pain, voiding symptoms and bleeding which are not controlled by conservative measures (1).

## **Uremia**

In patients presenting with uremia, it is recommended to do a rapid assessment of the extent of disease before proceeding with definitive treatment (2).

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## **Possible areas of future research in India**

1. The possible role of pesticides, hair dyes and food coloring agents in the causation of bladder cancer.
2. In view of the existing prevalence of tuberculosis in the country could a reduced dosage of intravesical BCG provide the same anti-tumour activity and with reduced side effects.
3. To review the existing practice of routine urine cytology in the evaluation and follow up of transitional cell carcinoma of the urinary bladder.
4. To consider the possibility of reducing the frequency of check cystoscopy in the intermediate risk patients with superficial bladder cancer in India given the fact that economics and logistics of travel are important considerations

# South Indian Consensus on the Diagnosis and Management of Genito-Urinary Tuberculosis

*Compiled By: Prof. P.Venugopal, Mangalore*

*Consolidated By: Dr.Biju S Pillai, Kochi*

*Co-ordinated By: Dr.H.Krishna Moorthy, Kochi*

*Approved By: Association of Southern Urologists, 12 July 2015*

## History and Symptomatology

1. History of past infection or contact with a family member having Tuberculosis is important.
2. Symptoms are non-specific.
3. Chronic voiding symptoms like urgency not responding to conventional measures, recurrent or unresolved urinary tract infections, chronic epididymitis, repeated haemospermia should raise suspicion.
4. Constitutional symptoms such as fever, weight loss, night sweats may not always be present.
5. Urine analysis commonly shows acid pyuria and micro-haematuria in 50% of cases. 10% of patients present with gross haematuria; 20% of patients develop secondary coliform UTI.
6. Incidence of abnormalities in chest X-ray is about 75%.

## Microbiological Diagnosis

1. Urine AFB smear – At least 3 early morning urine samples should be analysed. A bacterial load of 5000 organisms/ml is needed for positive smear.
2. In case of increased day/night urinary frequency, at least 8 hours of collection of urine is required for AFB smear.
3. Sterile containers with specific inhibitors required for collection of samples.
4. Routine ZN staining has a sensitivity and specificity of 60-70% and 90-95% respectively.
5. Auramine/Rhodamine staining with fluorescent microscopy increases sensitivity by 10-15% as compared to ZN staining.
6. Smear positivity alone should not be considered as diagnostic of Tuberculosis since chronic infections due to non-tubercular mycobacteria (NTM) is not uncommon and do not usually respond to the conventional ATT. In the absence of AFB culture or other molecular assays, there is high chance of branding a non-responder as noncompliant or resistant case of Tuberculosis<sup>1</sup>.
7. *M. smegmatis* is a rapid grower which produces a yellow pigment. *M. Tuberculosis* is a slow grower and produces a buff/cream colour. *M. smegmatis* grows in Blood agar and MacConkey agar medium but not *M. Tuberculosis*. Any mycobacteria grown in

culture can be identified in 15 minutes using MPT64 card test (positive for *M. Tuberculosis* complex). Clinical significance of *M. smegmatis* is questionable unless it has been repeatedly isolated and all other causes have been ruled out.

8. AFB culture by conventional LJ medium is still the gold standard and has a sensitivity and specificity of 80-85% and 98% respectively. The main drawback of this technique is that it requires 6-8 weeks for the results. Three types of media are used Egg based (LJ), Agar based (Middlebrook 7H10 or 7H11) or Liquid based (Middlebrook 7H9).
9. Radiometric culture methods give results in 2-3 wks and are equally sensitive (replaced by MGIT nowadays).
10. Mycobacterial Growth Indicator Tube (MGIT) uses Middlebrook 7H9 broth with oxygen sensitive fluorescent sensor at bottom. Positive signals are obtained in 10-12 days.

### **Immunologic Assays**

1. Role of Mantoux skin test in Indian population is questionable. The issues in administering, interpretation in persons immunized with BCG and lower specificity in developing countries where prevalence of TB is higher have led to its questionable role.
2. Estimation of IgG and IgM antibodies has no role.
3. Interferon gamma assay has been found to be useful. The interferon (IFN)- $\gamma$  assays are *in vitro* tests for quantifying the IFN- $\gamma$  response to antigens representing *M. Tuberculosis*, such as ESAT-6 or CFP-10. These antigens are not present in the BCG vaccine, but false-positive results can be caused by previous exposure to environmental mycobacteria. The IFN- $\gamma$  release assay has a sensitivity of 84-95% and a specificity of 85-99%. Its validity in regions with high exposure like India needs further evaluation.

### **Molecular Techniques**

1. NAAT- PCR methods have sensitivity of 70-100% and specificity of 80-100%. PCR assays may target either DNA or rRNA and these could be based on conventional DNA based PCR, nested PCR and RT-PCR. There has been concern about false positive reports due to contamination. The problem of false positivity can be substantially reduced by proper laboratory design, strict discipline about collection and processing of specimens, handling of reagents and use of certain blocking agents. Application of in-situ PCR approach eliminates doubts about contamination. It is also a good tool to detect drug resistance.
2. Molecular diagnostic techniques for TB are rapidly evolving and show great promise. Extrapulmonary samples are being validated on PCR machines, such as those based on GeneXpert® platform. Xpert® MTB/RIF is an automated nucleic amplification assay for the simultaneous detection of Tuberculosis and Rifampicin resistance and has demonstrated 100% sensitivity on urine samples. This assay is beneficial, is a self-contained cartridge-based test, does not require intensive training to use, can give a result in less than two hours and was shown to correctly identify 97.6% of

Rifampicin resistant bacilli in sputum samples. The role of this test in the diagnosis of EPTB, and of GUTB in particular, requires further evaluation.

### **Histological Diagnosis**

Presence of granuloma with caseation is the hallmark of TB in a biopsy specimen.

### **Radiological Studies**

1. IVU- High dose IVU is the standard procedure. Dynamic cystography may be helpful in distinguishing the refluxing megaureter from obstructive.
2. Radionuclide studies are helpful in determining the differential renal function and drainage pattern from the collecting systems.
3. RGP- The current recommended indications are
  - a. To assess stricture length in the ureter
  - b. To obtain isolated samples of urine from the kidney

If RGP is not feasible, antegrade pyelography may be done for delineating the anatomy and urine sampling

### **Cystoscopy and Biopsy**

Cystoscopy and Biopsy should be performed under general anaesthesia (with muscle relaxants) in a gentle manner. Bladder biopsy is indicated in presence of tubercles or ulcers and should be avoided in acute cystitis phase.

### **Criteria for Definitive Diagnosis<sup>ii</sup>**

One major and/or two minor criteria are required for definitive diagnosis of Tuberculosis.

#### *Major Criteria*

- a) Granulomatous lesion in biopsy specimen
- b) AFB in urine or tissue( smear or culture)
- c) Positive PCR

#### *Minor Criteria*

- a) IVU/CT/MRI findings suggestive of GUTB
- b) Haematuria
- c) Raised ESR
- d) Pulmonary changes of old Kochs



## Medical Management

First chance is the best to cure the disease (100%) and in preventing the emergence of resistance. Treatment of multidrug resistant Tuberculosis is 100 times more expensive and often highly toxic.

Short course chemotherapy for 6 months is sufficient which includes 2 months of initial intense treatment phase with 4 drugs followed by 4 months of continuation treatment phase with 2 drugs. Areas of calcification, poor function, severe scarring and obstruction, fistula formation may require additional procedures and prolongations of treatment. In cases where isoniazid or Rifampicin cannot be used, treatment is continued for 12-18 months. If second line treatment is to be offered, treatment is recommended for 18- 24 months. Surgery or steroid therapy by itself is no indication to prolong ATT.

ATT is to be taken on empty stomach since food, antacids containing aluminum and magnesium and prokinetics reduces the absorption of the medicines significantly. If it cannot be tolerated, the medication may be taken 2 hours after breakfast or 2-3 hours after dinner.

Use of steroids: recommended in severe bladder symptoms and involvement of tubular structures like ureter, fallopian tube, vas and spermatic cord. 4-6 weeks of high dose of prednisone (at least 20mg thrice daily) is recommended since Rifampicin reduces the bioavailability and effectiveness of steroids by 66%.

### *Indications for prolonged therapy*

- a. immunocompromised patient
- b. Coexistent HIV/AIDS

### *Special situations*

1. Pregnancy: add pyridoxine; avoid streptomycin. Isoniazid, Rifampicin, ethambutol and pyrazinamide are safe.
2. Renal failure: modify the dosage of isoniazid, ethambutol and streptomycin according to eGFR.
3. Diabetes Mellitus: attain tight glycemic control; add pyridoxine.
4. Post-renal transplant on cyclosporine: avoid Rifampicin since cyclosporine clearance is augmented.
5. HIV positive: Short course therapy is indicated in asymptomatic serology positive patients. Usually good response but relapse is more common.

Prolonged course of treatment may be required in late stages and with other immune-compromised conditions.

6. Seriously ill patients with suspected TB: use of specific empiric anti-Tuberculosis [SEATT] therapy with isoniazid, ethambutol, pyrazinamide can be used as a method of therapeutic diagnosis and treatment of seriously ill and febrile patients with

clinical and radiological suspicion of TB in the absence of bacteriological or histological proof. Fever is used as guide for response to therapy. Rifampicin is added when fever settles.

7. In case of MDR TB, 4 drug therapy selected on basis of sensitivity, to be given for 18 - 24 months.

### **Follow Up Protocol When On ATT**

Follow up is required to monitor the toxicity of ATT and development of complications. ATT cannot prevent or cure persistent residual lesions, paradoxical worsening or complications developing from immunological or mechanical reasons. Monitoring for hepatic toxicity, drug interactions and visual and auditory complications are done in the standard way as recommended for ATT for Tuberculosis at any site. Blood test for LFT, Hb, platelet count, ESR, RFT, serum electrolytes and calcium is done at 1, 2, 4 and 6 months and as necessary as the condition demands thereafter. Monitoring is tailored according to the structural and functional involvement of the genital and urinary organs affected. Since healing is a prolonged process, ongoing fibrotic changes may be expected to occur for long even after completion of ATT and such changes may lead to mechanical complications like infundibular and ureteral strictures, secondary PUJ and VUJ obstructions, reducing bladder capacity, urethral strictures, tubal and vassal obstructions etc. Ultrasonography, IVU, RGU, cystoscopy and RGP, nephrostograms and radionuclide renal scans may be obtained as appropriate till the structural abnormality that has occurred is found to have stabilized which may take several months to years even after completing ATT.

The response to therapy is monitored clinically. Fever may take a few weeks to settle. Worsening of fever may be indicator for drug sensitivity when all drugs have to be stopped forthwith and to resume the medication one by one to identify the offending medication and thereby to modify the treatment protocol. Urine AFB smear and culture and PCR may be obtained at 2 months, after the completion of the initial intensive regimen of therapy. If positive, second line therapy is to be considered.

Follow up is also necessary to ensure the compliance with the ATT. After completion of ATT patient needs to be on yearly follow-up, at least for initial few years to detect development of late complications.

### **Surgical Management**

#### ***1. Indications for Stenting***

Maintain drainage during medical therapy.

After surgery, to facilitate healing

After dilatation of ureteral strictures

Stents are retained if inserted sufficiently long to stabilize strictures which may take a year or two or more. RGP may be obtained without or with ureteroscopy to study the progression of stricture. Appropriate surgical intervention may be considered for nonresolving strictures. If stent is decided to be removed, follow up may be done with

ultrasonography, IVU or DTPA or MAG3 renal scintigraphy in 1-3 months to ensure that stricturing is not developing.

## *2. Indications for Percutaneous Nephrostomy*

Inability to place a stent especially in ureteral strictures

Infundibular stenosis with calyceal dilatation

## *3. Indications for Nephrectomy*

Nonfunctioning kidney with or without calcification

Extensive disease involving whole kidney

Hypertension due to tuberculous nephropathy

Co-existing renal carcinoma

Surgical intervention should be planned after at least 4-6 weeks of completion of chemotherapy.

It should be noted that nephrectomy in the setting of TB is not an easy task.

Nearly 50% of the tuberculous nephrectomy specimens harbour active TB in spite of adequate chemotherapy.

## *4. Indications for Partial Nephrectomy*

Localised polar lesion with calcification, not responding to 6 weeks of intensive chemotherapy.

Area of calcification gradually increasing in size.

## *5. Abscess Drainage*

This should be restricted to percutaneous drainage by PCN or aspiration.

## *6. Indications of Epididymectomy*

Caseating abscess not responding to ATT

Firm swelling in the epididymis increasing in size in spite of ATT

## *7. Management of Ureteral Strictures*

Uretero-vesical junction strictures are more common and may require ureteral reimplantation if strictures fail to resolve with chemotherapy and DJ stenting.

PUJ strictures may need pyeloplasty in cases not responding to conservative measures like stenting and dilatation.

Complex cases may need reconstruction on a per case basis.

## *8. Bladder Reconstruction*

Augmentation cystoplasty may be required in cases of thimble bladder.

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## **HONOURS/AWARDS/FELLOWSHIPS**

### **DISTINGUISHED PERSONALITIES & ORGANISATIONS WHO/WHICH INSTITUTED VARIOUS ENDOWED AWARDS, ORATIONS, LECTURES AND SYMPOSIA OF ASU**

#### **PROFESSOR HATTANGADI SHASHIDHAR BHAT**

Professor Hattangadi Shashidhar Bhat, HSB as he is fondly known, was born into a simple family in Udupi on 21st January 1921. After his early school education in Mangalore, he went on to complete his undergraduate medical studies from Stanley Medical College, Chennai in 1945. He was the best student in his batch and showed a keen interest in surgery in his early days. He joined CMC, Vellore in 1946 and worked in various departments and later completed his Masters in General Surgery in 1953. HSB was a man who believed that to become a successful consultant, one needs God's Grace, an accurate understanding of the fundamentals and basic principles of surgical techniques, intense desire to do unto the patient what you would like to be done unto yourself and expectation of nothing in return for your services. There were four mentors in the surgical school of HSB. Dr.Somerwell, known for his surgical skills, Prof.Raghavachari, known for his surgery classes, Prof. John Spencer Carman, who motivated HSB to start the Urology Unit and Prof. Roger Barnes from California, who baptized HSB in the art of TURP.

An academician of outstanding repute, HSB has won nine gold medals and is the winner of the prestigious Dr.B.C.Roy award. As Chairman of the special committee of Indian Council of Medical Research and as a member of the academic committees of several universities, Professor Bhat has devised and updated courses for students in Urology.

HSB organized the first Urological Society of India meet in Vellore in 1961. He had the honour of being the President of the Urological Society of India during 1970-71. He has also served in the Council of the National Academy of Medical Sciences of India and has been a member of the Editorial Board of the Indian Journal of Urology. He has various papers and publications in Urology.

HSB worked as Honorary Professor in Bangalore Medical College for a brief period. He also worked at St Philomina's Hospital in Bangalore before he joined Puttaparthi in 1990-91 where he was the Chairman of Department of Uro-Nephrology which is recognized for training DNB students in Urology.

The late Dr.Prema Bhat, wife of HSB was a renowned Microbiologist, who had done pioneering work in the field of Urinary Tuberculosis for ICMR. The couple is blessed with four children, Dr.Usha (Clinical Pathologist), Dr. Tara (Microbiologist), Gurudath (Engineer) and Dr. Sanjay (Urologist).

HSB left for his heavenly abode on 19th November 2010

## **SHRI KHIVRAJ CHORDIA**

Shri Khivraj Chordia was born in the year 1914 in the village Nokha, Rajasthan. At the age of 14, he moved to Agra to join the family business and at the age of 18, migrated to Madras and started his career in the business of finance with hardly any capital. He soon became the pioneer in the Automotive Hire Purchase Industry, spreading its business in Tamil Nadu and Coastal Andhra Pradesh., venturing into Auto Retailing business by taking the Franchisee for Hindustan Motors and thereafter added to its portfolio, the dealership of

Bajaj Auto, Bajaj Tempo and Escorts. Gradually the Group had spread the Auto business, to Bangalore. Parallel to this, Shri.Khivraj Chordia established his foot prints in the Real Estate business. The land mark properties developed by him include Khivraj Mansion in Mount Road, one of the multi storeyed buildings in Chennai, Lotus Court, one of the first buildings with basement car parking and Khivraj Complex at Nandanam which attracted the top names like Ashok Leyland, IDBI, M N Dastur & Co in early '80s. Khivraj Chordia was associated with number of social organizations and educational Institutions. He established M/s Khivraj Chordia Trust to perpetuate the Group's objectives. Khivraj Chordia Trust has established a Higher Secondary School in Village Nokha, constructed a Prayer Hall and has recently established Khivraj Chordia Memorial Dialysis Centre in Chennai. This Dialysis Centre offers services at highly subsidized rates by recovering just the cost of consumables from the needy patients. The legacy left behind by Shri Khivraj Chordia is carried on by his sons and grandsons by successfully running the businesses in Chennai and Bangalore and continues its social objectives by contributing to the causes of Education and Medical aid for the poor and needy. In memory of Shri Khivraj Chordia, who was a patient of Dr.Chinnaswami, the Khivraj Memorial Symposium has been instituted.

## **PROFESSOR P.B.SIVARAMAN**

Prof.P.B.Sivaraman was born on 10 August 1947. He graduated in Medicine in 1969, MS (General Surgery) in 1974 and MCh in Urology in 1978 from the University of Madras. He joined Tamilnadu Government Medical Service in 1974 as Assistant Professor, got promoted to Associate Professor of Urology in various Medical Colleges in Tamilnadu and finally held the post of Professor from 1997- 2001 and Head of Department of Urology in Madras Medical College from 2001 till his superannuation in August 2005. He has been an eminent teacher for undergraduates, postgraduates and Urology superspeciality course for more than 30 years. He has been an examiner for MCh and DNB (Urology) for most of the Universities in India. He was deputed for expert training in Renal Transplant Surgery and Endo-Urology for 5 years in United Kingdom from 1980-84. During this training, he acquired FRCS at the University of Edinburgh in 1983. He was also deputed for Cadaver Kidney

Transplantation Training at the Medical Centre and Transplant Laboratory, Polish Academy of Sciences, Warsaw, Poland, as a scholar of the Indian National Science Academy, New Delhi. He underwent training in ABO incompatible renal transplantation at Tokyo Medical College, Tokyo, Japan. Since returning, he was involved in live and cadaver kidney transplantation for the past 2 decades. He was the first person to start cadaver kidney transplantation in Govt. Medical College Hospitals in Tamilnadu. Of his several attributes, his approachability was the hall mark. A friend more than a professor, he introduced a

paradigm shift in the way students were trained. A teacher in Urology and more importantly a teacher who taught by example, inculcated into his students that patient welfare was of utmost importance. Appreciating this, the Rotary Club honoured him with 'Vocational Excellence Award'. He has been the past President of Madras Urological Society and Tamilnadu and Pondicherry Association of Urologists. He is the founder member of the Cancer of ProState Endeavour (COPE) and Urosphere. In remembrance of his services in the field of Urology, the students and well-wishers instituted Prof.P.B.Sivaraman Endowment Guest Lecture in ASU.

#### **DR. N.D.JEYASEKHARAN**

Dr. Noel Daniel Jeyasekharan was born on 15.3.1925 to Dr. Joseph Noel Daniel and Mrs. Annilet Thayammal Daniel of Agastheeswaram, Kanyakumari District, Tamilnadu. He completed his Intermediate from Scott Christian College, Nagercoil in 1942, and B.Sc. Zoology from University College, Trivandrum. During his university days he was selected in the Officers Training Cadre for Pilot training and had some hours of flying to his credit. Then he joined American College, Madurai as a Demonstrator in Zoology for one year until he got admission for MBBS at Madras Medical College from where he graduated. He started his professional career at Catherine Booth Hospital at Nagercoil. He was offered CSI Mission Scholarship for leadership training in UK in 1956 and he completed his FRCS from Edinburgh, UK in 1958. He joined the CSI Mission Hospital, Neyyoor on his return from UK and worked there for 7 years. During his tenure, this hospital was recognized for S.H.O. by Madras University in India and Edinburgh University in UK and the 125th anniversary of the Institution was celebrated on a grand scale. The funds raised were used to buy the adjacent land on which the present International Cancer Centre was built. He was also instrumental in restarting the Nagercoil Mission Hospital. He used to cycle to work and through sheer hard work and determination he brought up the Institution. In 1965 he started his independent private practice in Nagercoil town in a small way at Henry Lane, which was followed by an outpatient clinic at Veppamoodu junction. In 1967, the present Jeyasekharan Hospital and Nursing Home was inaugurated. He was a hard-working, daring surgeon who was well versed with medical and other specialities. He had performed more than 900 hemimandibulectomies for Carcinoma cheek patients and innumerable major abdominal surgeries. He maintained medical records meticulously and took pains to teach his staff and doctors. In spite of his busy schedule he always made time to read journals and participate in IMA activities. With hard work, assistance of his colleagues, staff, blessings of his patients and well-wishers, the hospital grew in to the present 'Jeyasekharan Medical Trust'. He was a man with varied interests. He followed politics closely and had a short period of Association with leaders like Mr. Kamaraj, the former Congress President and Chief Minister of Tamilnadu and later with former Prime Minister, Mr. Morarji Desai. He was a good Tennis and Volleyball player captaining the teams in college and later played Badminton in Nagercoil. He was always conscious about his physical health and did regular exercise, took long walks, and did yoga. His interests also included gardening, carpentry and livestock. His love for travelling took him to places near and far. He and his other doctor friends started a Doctors Family Club which brought them together for many medical and social events. He was honorary member of the Rotary Club of Nagercoil, founder member of Friends and Nature Society, Patron of Kanyakumari Institute of Sports and Adventure (KISA) and a member of IMA. He was associated with many public organizations and churches. He was

president of YMCA, Nagercoil for some years. He was an active participant in many projects concerning the welfare of the needy like flood, fire and war victims. He was a good public speaker and wrote letters to the newspapers highlighting public interests. He also worked as a correspondent of the CSI Matriculation School, Nagercoil. During his tenure, the school metamorphosed and became a Higher Secondary School of good repute. He died on 30.01.2006 leaving behind his wife, five children and a well reputed Health Care Institution. The entire staff family of Dr.Jeyasekharan Medical Trust love and consider him as a father and “Periavar”.

### **PROFESSOR AWADHESH P PANDEY**

Prof.Awadhesh P Pandey, born on 28th August 1942, had his earlier curriculum at Queen’s College, Varanasi. He passed BSc in 1961 from Banaras Hindu University, MBBS in 1965 and MS (General Surgery) in 1970, both from Institute of Medical Sciences, Banaras Hindu University, Varanasi. In 1974, he attained MCh (Urology) from CMC, Vellore. Prof. Pandey started his career in Urology as Registrar in the University Medical College Hospital, Varanasi. Later he shifted to CMC, Vellore, where he worked as Senior Registrar in Urology (1972-74), Lecturer (1974-76), Consultant (1976-1985) and finally as Professor of Urology (1985-2002). He was in charge of Transplant Surgery in this Institute. In 1989, Prof. Pandey was posted in Post Graduate Medical Institute, Dhaka, Bangladesh as a WHO Consultant for three months to start Renal Transplant Programme. He also had short stints in UK as Transplant Surgeon during the period 1993-2002 and currently continues to work in Belfast City Hospital, Belfast, Northern Ireland, UK as Consultant Transplant Surgeon. He has immense experience in teaching and clinical practice in Urology and has been an examiner for MCh and DNB (Urology) in various universities all over India. The Department of Urology, CMC, Vellore has performed over 2500 renal transplant surgeries, under his guidance and Association. Prof. Pandey was a keen research worker and scholar and was involved in various scientific research projects. He has over 50 publications in various national and international journals and has been the author of three chapters in various scientific text books. Most of his articles were on renal transplantation, its results and complications. For his distinguished services to the mankind, Prof. Pandey was awarded Padmashri in 1984 by the President of India. He was also awarded the B.C.Roy National Award in 1987, President’s Gold Medal in Urology in 1998 and Urology Gold Medal in 2002 for his contribution in Medical Education. He was also the President of the Urological Society of India, during the period 2000-2001. Prof. Pandey has presented scientific papers in innumerable Conferences and has delivered the prestigious Col. Pandalai Oration of ASI, Ginde Memorial Oration of ICS, and Himadri Sarkar Oration of USI. Besides his academic interest, Prof. Pandey was a noted volley ball and hockey player and a public debator, who has won many laurels. He used to preach and practice yoga regularly and travel to places far and wide.

### **PROFESSOR V. RAVINDRANATH**

Born on 20.06.1951, Dr.Ravindranath had his MBBS in 1974 from Madurai University, MS (Gen. Surg.) in 1977 from Madurai Kamaraj University and MCh (Uro) from Madras University in 1981. He had his MNAMS in 1980 and worked as Assistant Professor of

Urology, Madurai Medical College and Govt. Rajaji Hospital, from 1981 – 1997. He has been Professor and Head of the Department of Urology in the same Institution from 1997 – 2001 and from 2005 onwards. During the period 2001 – 2005 Dr.Ravindranath worked as Professor and Head of the Department of Urology, Coimbatore Medical College Hospital. Dr.Ravindranath is currently member of the board of studies, Tamil Nadu, Dr. M.G.R. Medical University and Examiner for MCh in various Universities. He has presented many papers and chaired scientific session in various National and International Conferences. He was the President of Association of Southern Urologists during 1994 - 1995. Organizing Secretary of ASUCON 1995 at Kodaikanal and Organizing Chairman of TAPASUCON 2001 again at Kodaikanal.

### **PROFESSOR K.RAVI SHANKAR**

Prof.Kailasam Ravi Shankar was born on 1 march 1934. He passed his MBBS in 1956, MS (Gen. Surg.) in 1963, and MCh (Genito Urinary Surgery) in 1967, all from Madras University. He worked as demonstrator in Anatomy from 1960 - 1963. Hon. Assistant Professor of Surgery from 1963 - 1968, Hon. Assistant Professor of Urology from 1967 - 1971, Hon. Reader in Urology from 1971 - 1975 and Hon. Professor of Urology from 1976 – 92, all these posts being in Madras Medical College, Madras. He was an examiner for MCh (Urology) in various universities of South India and examiner for PhD for Kerala University. He was the recipient of Chipper – Field gold Medal in 1992 - 1993. He was also the Pinnamaneni Orator in the Silver jubilee Conference of USI at Kanyakumari in 1992. Prof. Ravi Shanker was the first fully Indian trained Urologist in India and studied in the first batch of MCh Urology from Madras University. A teacher par excellence, Prof. Ravi Shankar has trained more than 75 MCh (Urology) candidates who are spread all over India and Abroad. He also started Renal Transplantation programme Madras Medical College in 1986. He has presented more than 30 papers in various national Conferences. He was the President of Madras Urological Society, Member of USI Governing Council and life member of various national professional bodies. He has various original contributions in the field of Urology including Iadel retractor for bladder operation and newer technique for Suprapubic Prostatectomy, Meatoplasty, VVF repair, Epiurethra for Epispadiasis, treatment of Post Prostatectomy Incontinence (Down-turn urethra), Perineal Urethrostomy, UrethroNeovagina for Hijras etc.

### **PROFESSOR N. KRISHNAMURTHY**

Born on 14.3.1941, Prof.N.Krishnamurthy qualified MBBS in 1963, MS (Gen. Surg) in 1973 and MCh (Uro) in 1976 from Madras Medical College, Madras. He worked also as Tutor from 1973 - 1976 and as Assistant Professor from 1976 – 1986 in the same Institution. From 1986 – 1994, he worked as a Specialist in Urology in the Ministry of Health, Saudi Arabia. On his return, he became the Professor and Head of Urology at Madurai Medical College, Madurai. Being a brilliant academician, Prof.N.Krishnamurthy has a string of degrees and post graduate degrees to his credit - MA, M.Phil (Tamil), MA (Phil &Rel), PGDJMC, DH & HM, PGDIM, PGDHRM and MBA. Prof.N.Krishnamurthy has been the Secretary of Madras Urological Society, President of Madurai Nephro-Urology Society, Founder Secretary & President of TAPASU and President of ASU. He is also the Founder Secretary, Vice President and Treasurer of Federation of Hospital Administrators and has organized many National



Conferences on Hospital Management. He has also been the General Secretary and President of Tamil Nadu Assistant Surgeons Association, Central working Committee Member of IMA, Senior Vice President of IMA, Tamil Nadu State Branch and Director of Studies, CGP, TNSB. He has been the District Chairman for AIDS Awareness from 2002 – 2007 and Assistant Governor from 2005 – 2006. Prof.N.Krishnamurthy has edited one volume of Anatomy in Tamil (Abdomen & Lower Limbs) published by Tamil University

#### **PROFESSOR C.L.ASHOK KUMAR**

Professor C.L.Ashok Kumar was born on 3rd Sept 1939. He graduated in 1961, passed his MS (Gen. Surg.) in 1967 and MCh (Urology) in 1969, from Madras Medical College, Madras. He joined Govt. Service in 1963 as Assistant Surgeon and continued his services till he retired in 1997 as Professor and Head of Department of Urology, Madras Medical College, Madras. During his career, he went as Common Wealth Scholar to UK for higher training in Urology and Renal Transplantation. He had the privilege of working with Prof. John Swinney, Keith Yates and Uldall in UK. Prof. Ashok Kumar has been examiner for MCh and DNB (Urology) in several universities in India and an Inspector for MCh/DNB (Urology) courses. He was the President of Madras Urological Society, Association of Southern Urologists, TAPASU and Indian Society of Organ Transplantation (ISOT). He left for his heavenly abode on 5 April 2016

#### **DR. N.SETHURAMAN**

Born on 6th April 1943, Dr.Sethuraman had an outstanding undergraduate career and graduated from Madurai Medical College in 1969, being the Best Outgoing Student and receiving Dr.C.K.P.Menon Gold Medal. He got the First Rank in MBBS from Madras University and later secured Dr.Vadamalayan's Gold Medal for getting First Rank in MS from Madurai University. He also secured First Rank in MCh (Urology) from Madras University. He is the Founder President of S.R. Trust, a public charitable trust which has organized a 600 bed charitable multi-speciality Meenakshi Mission Hospital and Research Centre at Madurai. He is also the Founder of Mahasemam (Federation of Womens Group with 2.5 Lakh members), Founder and Managing Partner of Meenakshi Bhavan Group of Hotels and Founder, Patron/President of a large number of Social Organizations in Tamil Nadu. Being the Founder Patron of Humour Club in Madurai, he achieved success in all fields with sense of humanity and humour in his deeds. He was also the State Vice President of IMA, Tamil Nadu Branch (1994 -1995), National Vice President of Indian Society of Health Administrators and Chairman of Senthamil College Committee. He has also been a member of various voluntary and professional bodies aiming at delivering Health Care. He was also the publisher of Madurai Medical Journal and Meenakshi Maruthuva Malar. He was the first man in Association of Southern Urologists to volunteer instituting an award and generously contributed at the Annual Conference held at Yercaud for giving the Best Paper Award during the Conference. Dr.Sethuraman was the recipient of Dr.B.C.Roy National Award from the President of India for Medico Social Relief in the year 1998 and the Life Time Achievement Award of the Federations of Tamil Sangams in North America.

#### **PROFESSOR NALINI VENUGOPAL**



Dr Nalini Venugopal was Professor of Pathology at Kasturba Medical College, Manipal. She was not only an eminent equal to her husband Dr P. Venugopal, she was also a regular participant in scientific sessions at Urology Conferences. She was one of the earliest pathologists to take special interest in Uro-pathology, bringing the pathology insights into Urological disease. Her clinico-pathological Conferences greatly enhanced clinicians' understanding of Uro-pathology.

#### **PRATHEEKSHA CHARITABLE TRUST**

Pratheeksha Charitable Trust is a charitable organisation at Kochi doing social services to the poor and needy people in the community. The organisation offers financial help for treatment of various illnesses, conducts free medical camps, distributes patient awareness brochures, gives cash incentives and scholarships to the bright but economically backward students in schools etc in addition to various other social and charitable activities. Dr.H.Krishna Moorthy has been the Managing Trustee of the organisation. Dr.Krishna Moorthy has been a noted Urologist practising in Kochi, was the President, Hon.Secretary (Twice), Treasurer and Council Member of Association of Southern Urologists, President, Hon. Secretary (Twice) and Editorial Secretary of UAK, Council Member of USI and President and Secretary in the local professional organisations in Kochi. In addition, he was the Organizing Secretary for USICON 2004, Annual Conference of Association of Southern Urologists (SZUSICON) 2014, UAKON 2000, 2005 (Sri Lanka), 2008 and 2016 (Andamans) and Annual UAK Workshop 2006. Dr.Krishna Moorthy was instrumental in streamlining all the activities of ASU having spent nearly 10 years of his career as an office bearer of ASU. Dr.Krishna Moorthy was also a Member of Subject Expert Committee (Urology), DCG (I), Govt of India, Member, Editorial Committee, IJU and Reviewer for many peer reviewed international journals. Dr.Moorthy has made significant contributions and made reforms in the professional bodies wherein he was an office bearer during his career. He had over 80 scientific publications, presented over 250 papers, published 2 books and written a chapter in a Urology book. He has won Best Presentation Awards on 15 different occasions and the Govt of Kerala presented him with the Best Young Scientist Award in the field of Medicine.

#### **NU HOSPITALS, BENGALURU**

NU Hospitals was started in July 1999 as a superspeciality hospital for nephro-Urology care with facilities for DNB (Urology) post graduate training and Pediatric Urology Fellowship Courses at Padmanabhanagar, Bengaluru, India having a branch in Rajajinagar, Bengaluru. It is one of South India's leading nephro-Urology hospitals and Karnataka's first dedicated nephro-Urology centre. The hospital is NABH (National Accreditation Board of Hospitals & Healthcare Providers) & NABL (National Accreditation Board for Testing and Calibration Laboratories) accredited. NU Hospital is the first stand-alone Nephro Urology hospital in India to achieve this dual distinction. The institute has always been a front runner in managing Paediatric Urological disorders over the last two decades. Paediatric Urologic Laparoscopy, Paediatric Complex EndoUrology, Paediatric Urodynamics & Neuro-Urology, Hypospadias, Nocturnal Enuresis, Dysfunctional voiding, Genetic Testing and Paediatric Reconstructive Urology are all done on a routine basis apart from Paediatric Nephrology and Renal Transplantation. The institute delivers quality services on evidence-based medicine to the community and they have published numerous articles in various journals.

## **ENDOWED ORATIONS, GUEST LECTURES AND SYMPOSIA DURING ANNUAL CONFERENCE OF ASSOCIATION OF SOUTHERN UROLOGISTS**

### **1. PROF. H.S.BHAT ORATION**

The presenter for this prestigious oration will be selected by the Council of Association of Southern Urologists and approved by the General Body . The Orator selected by the Council of ASU, should be a Urologist having distinguished and outstanding career in the field of Urology and a member of ASU. Prof. H.S.Bhat initially (1998) contributed a sum of Rs. 25,000.00 - later on Dr. A.V.S.Reddy of Hyderabad, family members and other students of Prof. H.S.Bhat (who contributed an additional amount of Rs.75,000.00) Thus the corpus for conduct of this Oration is Rs. 1,00,000.00. From 2015 onwards, ASU itself has taken the responsibility of conduct of the oration, keeping aside a corpus of Rs.3 lakhs.

The duration of Oration (including introduction) is 20 min. and the session will be chaired by the President and Secretary of ASU. The President will briefly speak on Prof. H.S.Bhat and the Oration, while the Hon. Secretary will briefly introduce the Orator. The ASU shall reimburse the economy class air-fare or AC 2-tier travel expenses by the shortest route (subject to budget allocations of the society for the session) to the Orator and will also give a memento and a certificate.

The local Organizing Committee shall provide complimentary registration for the orator at the Conference. They will also provide accommodation at the venue or in a suitable hotel/guestHouse and also arrange for the orator to be picked-up from and dropped back to the airport/railway station, and local transport.

The orator would be presented with a Medal and a Certificate prepared by ASU.

### **2. ASU-PROF. NAILINI VENUGOPAL CPC (FOR ALTERNATE YEARS FROM 2014 ONWARDS)**

Dr Nalini Venugopal was Professor of Pathology at Kasturba Medical College, Manipal. She was not only an eminent equal to her husband Dr P. Venugopal, she was also a regular participant in scientific sessions at Urology Conferences. She was one of the earliest pathologists to take special interest in Uro-pathology, bringing the pathology insights into Urological disease. Her clinico-pathological Conferences greatly enhanced clinicians' understanding of uro-pathology.

This Clinico-pathological Conference has been named in her memory. It has been endowed by ASU chiefly from the revenues of the Annual Conference of Association of Southern Urologists (SZUSICON) held at Hyderabad in 2012. A corpus of Rs. 3 lakhs is kept aside for conduct of this session. It will be held every alternate year during the annual scientific Conference of the ASU.

The ASU shall reimburse the economy class air-fare or AC 2-tier travel expenses by the shortest route (subject to budget allocations of the society for the session) to the Pathologist and will also give a memento and a certificate.

The local Organizing Committee shall provide complimentary registration for the Pathologist at the Conference. They will also provide accommodation at the venue or in a

suitable hotel/guestHouse and also arrange for the Pathologist to be picked-up from and dropped back to the airport/railway station and local transport.

The Moderator will be presented with a Memento and a Certificate prepared by ASU and the Participants will be given a Certificate printed by ASU.

The guidelines for conduct of this Symposium are included elsewhere in the Handbook of ASU.

**ENDOWED AWARDS AND GRANTS OF ASSOCIATION OF SOUTHERN UROLOGISTS EXISTENT  
UPTO AND INCLUDING Annual Conference of Association of Southern Urologists (SZUSICON)  
2015**

**1. DR. N. SETHURAMAN BEST PAPER AWARD**

This award was presented to the best scientific paper presented by any member of the Association during the Annual Conference. Dr. N.Sethuraman initially donated a corpus of Rs. 10,000 and later added another Rs.10,000.00. The total amount now kept as corpus for this award was Rs. 20,000.00. A cash prize (bank interest) along with a certificate was handed over to the winner during the succeeding Annual Conference of ASU. There was a separate session during the Annual Conference of ASU for selection of the award winner. All the guidelines for submission of abstracts for presentation during South Zone-USI were followed. Additionally, the presenter should have been the primary author for the paper. Only original papers were to be presented. The full paper and abstract were to be submitted to the Hon. Secretary before the deadline for consideration in this category. The total time for presentation of paper was 10 min + 2 minutes for discussion.

The endowed award was discontinued from 2016 onwards.

**2. PROF. C.L.ASHOK KUMAR POSTER PRIZES**

This award was given for the two best posters presented during the Annual Conference by any member of the Association. Prof. C.L.Ashok Kumar of Chennai had donated a corpus fund of Rs. 25,000.00 in 1999 and later added Rs. 10,000.00 in 2004, thus forming a corpus of Rs. 35,000.00. Rs. 2500.00 and Rs. 1500.00 was given as cash prizes to the I and II best posters, along with certificates during the next Annual Conference of ASU.

The endowed award was discontinued from 2016 onwards.

**3. PROF. K.RAVISHANKAR UROLOGICAL QUIZ PRIZE**

This was awarded to a post graduate student in Urology (MCh. /DNB) who won the contest conducted annually during the Conference. This award was initially sponsored by Lupin Laboratories in 1990 and later by Wockhardt in 1992-1993. In 1994, Prof. K.Ravishankar donated a corpus of Rs. 10,000.00 and in 2003, Dr. Sivaraman and Dr.Thanikachalam of Chennai contributed an additional amount of Rs.20,000.00. Thus the total corpus for this prize was Rs. 30,000.00, the bank interest of which was utilized to give the cash prize and certificate to the winner, during the next Annual Conference of ASU.

The endowed prize was discontinued from 2016 onwards.

**4. PROF.N.KRISHNAMURTHY GOLD MEDAL FOR POINT COUNTER POINT DEBATE**

Gold medal was awarded to the best debater in the Point – Counter Point Debate session during the Annual Conference. The corpus amount of Rs. 25,000.00 for this award was donated by Dr. N.Krishnamurthy of Madurai in 2000. Usually there were 3 topics, each topic being debated by 2 teams. Time was allotted for moderator's comments, rebuttal and floor participation. The medal and certificate were given during the next Annual Conference of ASU.

The endowed award was discontinued from 2016 onwards.

## **5. PROF. V.RAVINDRANATH TRAVELLING FELLOWSHIP**

This was awarded to the postgraduate students in Urology (MCh/DNB) who were Associate members of ASU, whose curriculum vitae was duly attested by the Professor in charge. Applications were to be sent to the Hon. Secretary along with curriculum vitae before 15<sup>th</sup> May, specifying the centre the candidate wishes to visit and a no-objection certificate from the Head of the centre he/she was planning to visit. The duration of training was for one week. The Travel Fellowship applications would be scrutinized by a panel of judges, headed by Prof. Ravindranath, who donated the corpus fund of Rs. 25,000.00 in 1999 and later added another corpus of Rs. 15,000.00 in 2005, thus forming a total corpus of Rs. 40,000.00. The Fellowship winner would be announced during the ensuing Annual Conference of ASU. However, the final report after the training had been undertaken should have been submitted before the next Annual Conference of South Zone-USI. The Fellowship money (bank interest accrued from the corpus) and certificate were handed over only after receiving final report along with the attendance certificate from the Head of Department where the training was undertaken.

The endowed award was discontinued from 2016 onwards.

## **6. PROF. A.P.PANDEY TRAVELLING FELLOWSHIP**

This award was for a Junior Urologist of 5 years standing in the profession and below the age of 45 years, who was also a member of ASU. Initially the selected candidate had to spend 10-15 days in the Department of Urology, CMC, Vellore for training in Renal Transplantation/ Advanced Urology. Later, the candidate was permitted to undergo training in this subject in any Institution of his choice, if there was concurrence from the Institution. Prof. A.P.Pandey had donated a corpus of Rs.25,000.00 in 1997 for Institution of this Fellowship. Later in 2004, Dr.Venkatesh Krishnamoorthy of Bangalore added Rs. 10,000.00, thus making the corpus of this Fellowship as Rs. 35,000.00, the bank interest of which, along with a certificate, was presented to the Fellowship winner during the next Annual Conference of South Zone-USI. Application along with the curriculum vitae of the candidate should have been sent to the Hon. Secretary before 15<sup>th</sup> May. The Fellowship winner used to be announced during the ensuing Annual Conference of ASU. However, the training of the selected candidate should have been undertaken and the final report should have been submitted before the next Annual Conference of South Zone-USI. The Fellowship money and certificate would be handed over only after receiving final report along with the attendance certificate from the Head of Department where the training was undertaken.

The endowed award was discontinued from 2016 onwards.

## **ENDOWED AWARDS AND GRANTS OF ASSOCIATION OF SOUTHERN UROLOGISTS EXISTENT UPTO AND INCLUDING Annual Conference of Association of Southern Urologists (SZUSICON) 2022**

### **1. KHIVRAJ MEMORIAL SYMPOSIUM**

Prof. C.Chinnaswami of Chennai collected a sum of Rs. 50,000.00 in 1992 and an additional amount of Rs. 50,000.00 in 2000 for conduct of this Symposium in the name of Mr.Khivraj, who was a patient of his. M/s Khivraj Chordia Trust contributed an additional amount of Rs. 2,00,000 in 2015, thereby making the corpus for this honour as Rs. 3 lakhs. The Convenor

will be presented with a Memento and a Certificate prepared by ASU and the Participants will be given a Certificate printed by ASU

The guidelines for conduct of this Symposium are included elsewhere in the Handbook of ASU.

**This named honour will exist till the annual Conference to be held in 2022, unless renewed thereafter.**

## **2. PROF. P.B. SIVARAMAN ENDOWMENT GUEST LECTURE**

The students of Prof. P.B. Sivaraman of Chennai donated a corpus of Rs. 3,00,000.00 in 2006 for conduct of this Guest Lecture. The speaker, selected by the Council of ASU should be a Urologist having distinguished and outstanding career in the field of Urology nationally or internationally.

The duration of Oration is 20 min. and the session will be chaired by the President-Elect and Secretary of ASU. The President-Elect will briefly speak on Prof. P. B. Sivaraman and the Guest Lecture, while the Secretary will briefly introduce the speaker.

The ASU shall reimburse the economy class air-fare or AC 2-tier travel expenses by the shortest route (subject to budget allocations of the society for the session) to the Speaker and will also give a memento and a certificate.

The local Organizing Committee shall provide complimentary registration for the Speaker at the Conference. They will also provide accommodation at the venue or in a suitable hotel/guestHouse and also arrange for the orator to be picked-up from and dropped back to the airport/railway station, and local transport.

The orator will be presented with a Medal and a Certificate prepared by ASU.

**This named honour will exist till the annual Conference to be held in 2022, unless renewed thereafter.**

## **3. BANGALORE UROLOGICAL SOCIETY VIDEO PRIZE**

The award is presented to two best video presentations (I and II) by any member of the Association during the Annual Conference. This award has been instituted from the grant 1,00,000.00) donated by the Bangalore Urological Society in 2003. In 2015, the hosts donated an additional amount of Rs. 2 lakhs thus forming a corpus of Rs. 3,00,000.00. The bank interest accrued will be utilized for distributing prizes. The first prize carries a certificate and a cheque (previously Rs.2500) and the second prize carries a certificate and a cheque (previously Rs. 1500.00), which will be handed over to the award winner during the valedictory function of Annual Conference of ASU. The certificates will be printed by ASU.

**This named honour will exist till the annual Conference to be held in 2022, unless renewed thereafter.**

## **4. DR. JEYASEKHARAN MEDAL FOR IDEAS AND INNOVATIONS**

This is awarded to the best original idea/ innovation by any member of the Association, presented during Annual Conference. The initial corpus for this award was Rs. 1000.00 donated in 1994. Later in 2008, Dr. Devaprasath Jeyasekharan son of Dr. N.Jeyasekharan donated an additional corpus of Rs.1,50,000.00 in memory of his late father. In 2015, an



further additional corpus of Rs. 1,49,000.00 was donated by him, thus the total corpus kept aside for this award being Rs. 3,00,000.00. The award includes a medal and a certificate prepared by ASU, which will be presented during the valedictory function of Annual Conference of ASU.

**This named honour will exist till the annual Conference to be held in 2022, unless renewed thereafter.**

#### **5. MIUC TRAVELLING FELLOWSHIP**

The organizers of Millennium International Urology Conference (held in 2000 at New Delhi) donated a sum of Rs. 2.5 lakhs to ASU in 2004 to institute a Travelling Fellowship which was decided to be continued till 2022, by the AGM held in July 2015.

##### **Guidelines**

The Fellowship is given once in two years

Age of the candidate should not exceed 45 years

Candidate should be a full member of USI and ASU

The Fellowship amount currently is Rs. 20,000.00

The candidate should have at least 3 publications of which one should be in an international journal and the rest be can be in national journal also. At least one paper preferably should be on a research oriented topic and the candidate should be the first author of the publication

The applicant should be actively associated with the academic activities of ASU and should preferably be involved in teaching and promotion of Urology.

The selection shall be made by a panel comprising of the President, President-Elect and Hon. Secretary of ASU. No sitting member of the Council will be eligible to apply for the fellowship to avoid any bias.

The application should be forwarded by at least two full members of the ASU who are also full members of USI.

The applicant should submit a detailed report (2 copies) of the proposed training he/she plans to undergo in the Institution.

The applicant should submit the final report of the training along with a certificate from the Head of the Institution where he/she underwent training before April 30<sup>th</sup> of the subsequent year. The Fellowship money will be given during the Annual Conference of ASU of the subsequent year

If there are no suitable candidates, the Fellowship will not be given during that particular year.

**This named fellowship will exist till the annual Conference to be held in 2022, unless renewed thereafter.**

## **6. ASU-NU HOSPITALS, BENGALURU MEDAL FOR PEDIATRIC UROLOGY DEBATE**

The aim of instituting this award has been to promote the sub specialty of Paediatric Urology during the annual Conference of ASU

The total duration will be 30 minutes.

It should be a plenary session (With no parallel sessions running alongside).

Two debaters - Each will have 8 minutes for presentation and 4 minutes of rebuttal and a total of 6 minutes at the end for discussion to the floor.

The topic, debaters, moderator and the other three judges will be decided by the ASU Council in consultation with NU Hospitals, Bengaluru

The debaters should be Consultant Urologists or Paediatric Urologists who actively do a majority of their clinical work in Paediatric Urology. It would be preferable if they are from academic Institutes. It is mandatory that the debaters and the moderator are ASU members.

NU Hospitals, Bengaluru have donated a sum of Rs 3,00,000 (Three lakhs only) for Institution of this award. ASU will make the plated medal and print the certificate to be handed over to the best debater (during the valedictory function of the Conference) and certificate to the moderator.

NU Hospitals, Bengaluru will provide the design of the certificate which will have both the NU Hospitals and the ASU logo.

The medal should have logos of both NU Hospitals and ASU.

**This named honour will exist till the annual Conference to be held in 2022, unless renewed thereafter.**

## **7. ASU-PRATHEEKSHA AWARD FOR MERITORIOUS POST GRADUATE STUDENT**

This Award is given to the meritorious post graduate student undergoing DNB (Uro)/MCh (Uro) course in any recognised Institution in the constituent States of Association of Southern Urologists, who is also an Associate Member of ASU as on 1 July of the year of consideration for the Award. Pratheeksha Charitable Trust run by Dr.H.Krishna Moorthy, Kochi as the Managing Trustee donated a sum of Rs.3,00,000.00 as corpus for this Award, the bank interest accrued from which will be utilised for presentation of this Award. The Award includes a Medal with the Emblems of ASU on one side and Pratheeksha Charitable Trust on the reverse, Certificate (having both emblems) (both prepared by ASU) and a cash prize of currently Rs.10,000.00. The selection of this Award is made during the Annual Conference of ASU, based on the guidelines approved for this purpose and the Award is given during the valedictory function of the Annual Conference. The Judging Committee will include the President and Secretary of ASU and one Professor from a teaching Institution in the territory of ASU. Only those post graduate students undergoing DNB/MCh (Urology) course at the time of conduct of the Annual Conference will be considered for the Award. A post graduate student will be eligible for the Award only once during the entire course of his studentship, though unselected candidates can reapply for the Award during succeeding years. The application in the prescribed format should reach the secretariat as soft copy, before 30 April of every calendar year.

**This named honour will exist till the annual Conference to be held in 2022, unless renewed thereafter.**

#### **8. PROF. V. RAVINDRANATH BEST PODIUM PAPER PRIZE**

This Award is presented to the best scientific paper presented by any member of the Association during the Annual Conference. Prof. V.Ravindranath had initially donated a corpus of Rs. 40,000 (for the Fellowship in his name) and later added another Rs.2,60,000.00 in 2015. The total amount now kept as corpus for this award is Rs. 3,00,000.00. There will be a separate session during the Annual Conference of ASU for selection of the award winner. Guidelines for submission of abstracts for presentation in this session are given elsewhere in the ASU Handbook. A cash prize (bank interest) along with a certificate printed by ASU will be handed over to the winner during the valedictory function of Annual Conference of ASU.

**This named honour will exist till the annual Conference to be held in 2022, unless renewed thereafter.**

### PROF. H.S. BHAT ORATION

YEAR	ORATOR	TOPIC
1990	Dr. B.N.Colobawalla, Bombay	Training of Urologist in India (Read in Absentia)
1991	Dr. Sarinder Mansingh, New Delhi	Urology Yesterday – Today - Tomorrow
1992	Dr. S.S.Joshi, Bombay	Neonatal Hydronephrosis
1993	Dr. A.Venugopal, Chennai	Urology – Past and Present
1994	Dr. C.Chinnaswami, Chennai	Pitfalls in Urology
1995	Dr. Roy Chally, Calicut	BPH – Random Thoughts
1996	Dr. A.Ranganadha Rao, Hyderabad	EndoUrology
1997	Dr. P. Venugopal, Tiruvalla	Prof. H.S.Bhat- My Guru. Guide, Friend & Philosopher
1998	Dr. A.Rajasekaran, Chennai	Urology in Contemporary Medical Practice
1999	Dr. K. Sasidharan, Manipal	Large Ureters – Management Perspectives
2000	Dr. A.P.Pandey, Vellore	Renal Transplantation – Donors and Their Problems:
2001	Dr. C.L.Ashok Kumar, Chennai	Urology Reflections
2002	Dr. C.Nageswara Rao, Vijayawada	Lower Urinary Tract Symptoms in Men: Revisited Through Evidence Based Medicine
2003	Dr. Augustine Komaranchath, Kochi	History of Urology
2004	Dr. A.V.S.Reddy, Hyderabad	Concepts in Management of VVF
2005	Dr. B.T.Sampath Kumar, Bengaluru	Renal Transplantation in New Millennium – Quo-Vadis?
2006	Dr. V.N.Moni, Kozhikode	TURP
2007	Dr. S.Varadarajan, Chennai	Experience with Ileo-Cecal Segment in Urology
2008	Dr. K.M.Krishna Rao, Visakhapatnam	Early Post Renal Transplant Vascular Challenges
2009	Dr. K. N. Sridhar, Bengaluru	Tissue Engineering - The New frontier
2010	Dr. Appu Thomas, Kochi	Impact of Laparoscopy on Open Surgery
2011	Dr. P.B. Sivaraman, Chennai	The Future of Robotic Surgery in India
2012	Dr. K.S.N. Chary, Guntur	Technical Nuances in Urethroplasty
2013	Dr.Ganesh Gopalakrishnan, Vellore	Active Surveillance in Carcinoma ProState-Vox Populi
2014	Dr.G.K Venkatesh, Bengaluru	A Vision, An Institution and Dr.H.S.Bhat
2015	Prof. Shyam K Ramesh, Thiruvananthapuram	Reconstructive Surgery in GUTB
2016	Prof. P.V.L.N.Murthy, Hyderabad	Deceased Organ Donation and Transplant – A Long Way to Go
2017	Prof. N. Vijayasankaran, Madurai	Urology- A practitioners Critique
2018	Dr.M.Ramalingam, Coimbatore	Intestinal segments in Urology -Lap way
2019	Dr Venkatesh Krishnamurthy	My Journey in Functional Urology
2020	Dr Mohan A	Innovations, Disruptions and Progress
2021	Dr. Suresh Bhat	Transformation of an Urologist - Open to PCNL; My experience
2022	Dr. Jeyaram Reddy S	My Journey in Renal Transplantation

### KHIVRAJ MEMORIAL SYMPOSIUM

YEAR	MODERATOR	TOPIC
1992	Dr. K. Sasidharan, Manipal	Carcinoma of ProState
1993	Dr. A.Rajasekaran, Chennai	Correctable Factors in Male Infertility
1994	Dr. C.L.Ashok Kumar, Chennai	Complications in Renal Transplantation
1995	Dr. A.V.S.Reddy, Hyderabad	Stricture Urethra- Practical Aspects
1996	Dr. V.N.Bhat, Calicut	Wilm's Tumor
1997	Dr. K.S.N.Chary, Guntur	Genito Urinary Fistula in Women
1998	Dr. Joseph.V.Thachil, Chennai	Large Ureters
1999	Dr. RM.Meyyappan, Chennai	Ureteric Complications of Renal Transplantation
2000	Dr. Venkatesh Krishnamurthy, Bengaluru	UPJ Obstruction
2001	Dr. S.Varadarajan, Chennai	Options after Cystectomy for Ca Bladder
2002	Dr. Ninan Chacko, Vellore	Imaging in Urology
2003	Dr. George.P.Abraham, Kochi	Problems and Solutions in Upper Tract EndoUrology
2004	Dr. Joseph Thomas, Manipal	Management of Early Carcinoma ProState
2005	Dr. P.B.Sivaraman, Chennai	Medical Management of BPH
2006	Dr. T.V.Narayana Rao, Rajmundry	Management of Long Term Sequele of PUV
2007	Dr. A.S.Albert, Kottayam	Ejaculatory Dysfunction
2008	Dr. N. Vijayasankaran, Madurai	Posterior Urethral Injuries
2009	Dr.S.Jayaram Reddy, Hyderabad	Genito Urinary Tuberculosis
2010	Dr.R.B.Nerli, Belgaum	Vesico Ureteric Reflex
2011	Dr.Shyam K Ramesh, Thiruvananthapuram	Lasers in Urology
2012	Dr. M. Ramalingam, Coimbatore	Antibiotic Resistance and its implication in Urological Practice
2013	Dr. K. Subramanyam, Hyderabad	Post Transplant Oliguria



2014	Dr. Mohan A, Bangalore	Molecular Technology Applications in Urology
2015	Dr.Suresh Bhat, Kottayam	MRI in Urology – Current Perspectives
2016	Dr.Suryaprakash V, Nellore	Nocturia – Wake up to a Serious Problem
2017	Dr MG Kamath	Small renal mass
2018	Dr. R. Keshavamurthy	Male Infertility
2019	Dr Santosh Kumar	Newer tools in Urology- When and how to use?
2020	Dr Mallikarjuna Reddy	Non Transplant options in CKD
2021	Dr. M. Gopichand	Translating Research into Urooncology
2022	Dr. V. Chandramohan	Supine PCNL Practice.

**PROF. P.B. SIVARAMAN ENDOWMENT GUEST LECTURE**

YEAR	GUEST SPEAKER	TOPIC
2007	Dr. David Alabala, USA	Technical Advances in the Management of Urinary Stone Disease
2008	Dr. D.Thanikachalam Chennai	Advanced Cancer Prostate – Is Our Treatment Advanced?
2009	Dr.Rupin Shah, Mumbai	Ejaculatory Dysfunction – A practical Approach to Diagnosis and Therapy
2010	Dr.N.P.Gupta, New Delhi	Radical Prostatectomy, Which Way?
2011	Dr.Rajesh Ahlawat, New Delhi	Robotic Surgery in India
2012	Dr.Kalyan Kumar Sarkar, Kolkata	Prostate Cancer in India, Here and Now
2013	Dr.Pranjal Modi, Ahmedabad	Renal Transplantation
2014	Dr.Hemant Tongaonkar, Mumbai	Optimising Outcomes in Bladder Cancer
2015	Dr.Anish Srivastava, Lucknow	Quarter Centenary of My Experiments and Tribulations with Renal Transplantation
2016	Dr.Rajeev Kumar, New Delhi	Successful Scientific Publications – The Inside Story
2017	Dr.Aruna V Vanikar, Ahmedabad	Transplant Tolerance
2018	Dr.Makarand Kochikar,Miraj	Uro-oncology subspeciality –Indian at heart, global in spirits
2019	Dr Amilal Bhat, Jaipur	Hypospadias Repair - My journey



2020	Dr Sudhir Rawal, New Delhi	My journey to Uro-oncology sub-speciality
2021	Dr Ram Gopal	Prostate has Come N Circle
2022	Dr Ravinda B Sabnis	Evolution of Prostate Biopsy - Finger guided to Image guided

**PROF. K.RAVISHANKAR URO-RADIOLOGY QUIZ**

YEAR	QUIZ MASTER	WINNER
1991	Dr. K.Subramaniam	Dr. M.Ramalingam
1992	Dr. P.Subramonian, Kozhikode	Dr. Krishnasamy Kannan
1993	Dr. S.Varadarajan, Chennai	
1994	Dr. V.Dhanapal, Chennai	Dr. Darwin.D.Therattil, Manipal
1995	Dr. S.P.Shenoy & Dr. Navin Chandra Cheety, Mangalore	
1996	Dr. V.Dhanapal, Chennai	Dr. Harikrishna
1997	Dr. Rajagopal, Thanjavur	Dr. C.Aruputhuraj
1998		
1999	Dr. N. Vijayasankaran, Madurai	Dr. M.Naazar, Kottayam
2000	Dr.T.V.Narayana Rao, Rajmundry	Dr. S.S.Srinivas, Vishakhapatnam
2001	Dr. D.Ramesh, Bengaluru	Dr. S.K.Singh, Vellore
2002	Dr. Suresh Bhat, Kottayam	Dr. Ponnuswamy, Coimbatore
2003	Dr. Radhakrishnan, Chennai	Dr. Ponraj.C, Chennai
2004	Dr. Sanjay Sinha, Hyderabad	Dr. Ponraj.C, Chennai
2005	Dr. Joseph Philipraj, Manipal	Dr. Saravanan, Chennai
2006	Dr. Harigovind.P, Kozhikode	Dr. Roy John, Kottayam
2007	Dr. Arun Kumar.B, Chennai	Dr. Vivekanandan, Erode
2008	Dr. P.V.L.N.Murthy, Hyderabad	Dr. Vinod Khanna, Kochi
2009	Dr.Keshavamurthy R,Bengaluru	Dr.Viswanathan, Kochi
2010	Dr.Vinod K.V, Thiruvananthapuram	Dr.Deepak, Thiruvananthapuram
2011	Dr.Muthulatha, Chennai	Dr.Nagaraj, Chennai
2012	Dr.Surya Prakash V, Nellore	Dr.P.R.Shivaji, Coimbatore
2013	Dr.Mohan A, Bangalore	Dr.Amit Deshpande, Vellore

2014	Dr.Darwin Therattil, Thrissur	Dr.Sanman K.N, Mangalore
2015	Dr.Raju AMVC, Bhimavaram	Dr.Ashwin Mallya, Bengaluru

#### ASU URO-QUIZ PRIZE

YEAR	QUIZ MASTER	WINNER
2016	Dr. Darwin Therattil, Thrissur	Dr. Karthik Rajan, Chennai

#### Quiz O Mania

Year	Quiz master	Winner
2017	Dr.H.Krishnamoorthy	Dr Manas Babu Dr Shreyas N Dr Jigen Gohel
2018	Dr.H.Krishnamoorthy	Dr Piyush Gupta, Kerala Dr Sony B Mehta, Kerala Dr Rakhul L R, Kerala
2019	Dr M Anandan Coimbatore	Dr. Manoj Kumar Sahu, Hyderabad Dr. P. Banu Teja Reddy, Nellore Dr. Raj Kumar Sharma, Nellore
2020	Dr Paul Vincent, Madurai	Team Kerala
2021	Dr. Balaguru Iyyan	Team Kerala
2022	Dr Sanman Gowda	

#### DR. N.JAYASEKARAN MEDAL FOR IDEAS AND INNOVATIONS

YEAR	WINNER
1991	Dr. V.N.Moni, Calicut
1994	Dr. R.Krishna Rao, Mysore
1996	Dr. A.V.S.Reddy, Hyderabad
1997	Dr. T.R.Murali, Madurai
1999	Dr. S.L.N.Raju, Manipal
2001	Dr. Padmaraj Hegde, Bengaluru
2002	Dr. H.Krishna Moorthy, Kochi
2003	Dr. Ashok Pandit, Mangalore
2004	Dr. Ponnuswami, Coimbatore

2005	Dr. M.Ramalingam, Coimbatore
2006	Dr. Krishnasamy Kannan, Tiruchirapalli
2007	Dr. Bharani Kumar, Kangayam
2008	Dr. Krishnasamy Kannan, Tiruchirapalli
2009	Dr.P.V.L.N.Murthy, Hyderabad
2010	Dr.Paul Vincent, Coimbatore
2011	Dr.M.Anandan, Coimbatore
2012	Dr.P.V.L.N.Murthy, Hyderabad
2013	Not Awarded
2014	Dr.P.G.Antony, Thrissur
2015	Dr.Maneesh Sinha, Bengaluru
2016	Dr.Shankar Ram, Alappuzha
2017	Dr Boaz R J, Vellore, Tamil Nadu
2018	Dr Satish Kumar R M, Madurai
2019	Dr. Zeeshan B M H, KMC Manipal
2020	No Session
2021	Dr. Jyothi Swaroop, Hyderabad

**DR. N.SETHURAMAN PRIZE FOR BEST PAPER**

YEAR	WINNER
1994	Dr. M.R.Chandrasekaran Nair, Madurai
1995	
1996	Dr. S.Varadarajan, Chennai
1997	Dr. A.P.Pandey, Vellore
1998	
1999	Dr. Padmaraj Hegde, Manipal
2000	Dr. C.L.Dhinakaran, Chennai
2001	Dr. H.K.Nagaraj, Bengaluru
2002	Dr. M.G.Rajamanickam, Chennai

2003	Dr. Sinha.M, Vellore
2004	Dr. C.Mallikarjuna, Hyderabad
2005	Dr. Karthikeyan. D, Coimbatore
2006	Dr. Anand Kumar, Coimbatore
2007	Dr. Grover. S, Vellore
2008	Dr. Kannan Rajasekharan, Kottayam
2009	Dr. Gokul Vignesh, Coimbatore
2010	Dr. S. Sriram, Hyderabad
2011	Dr. K. Venkatesh, Bengaluru
2012	Dr. A. Panda, Vellore
2013	Dr. Benedict Paul Samuel R
2014	Dr. Partho Mukherjee, Vellore
2015	Dr. Santhosh Nagasubramanian, Vellore

**PROF. V. RAVINDRANATH PRIZE FOR BEST PODIUM PAPER**

YEAR	WINNER
2016	Dr. Prasanna Venkatesh, Bengaluru
2017	Dr Prasanna Kumar Kamble
2018	Dr Anant Kumar, New Delhi
2019	Dr. Asha Valentine L, Govt. Kilpauk Medical College, Chennai
2020	Dr. Sambhaji Londhe, Bengluru
2021	Dr. Vinod Babu, Bengaluru

**BANGALORE UROLOGICAL SOCIETY VIDEO PRIZE**

YEAR	I PRIZE	II PRIZE
2004	Dr. Sanjay Bhat, Kochi	Dr. Sanel Varghese, Kochi



2005	Dr. H.K.Nagaraj, Bengaluru	Dr. R.Vijayan, Kochi
2006	Dr. C.Mallikarjuna, Hyderabad	Dr. Sudhir Sukumar, Kochi
2007	Dr. Sanel Varghese, Kochi	Dr. Balagopal Nair, Kochi
2008	Dr. Manohar, Bengaluru	Dr. Prabhakaran, Erode
2009	Dr.Vijayan R, Kochi	Dr.Deepak Dubey, Bangalore
2010	Dr.Vijayan R, Kochi	Dr.Deepak Dubey, Bangalore
2011	Dr.George P Abraham, Kochi	Dr.Antony Devasia, Vellore
2012	Dr.Ginil Kumar, Kochi	-
2013	Dr. Deepak Dubey, Bengaluru	Dr.T.Manohar, Bengaluru
2014	Dr.George P Abraham, Kochi	Dr.Krishna Mohan, Kozhikode
2015	Dr.Mallikarjuna C, Hyderabad	Dr.Kishore TA, Kochi
2016	Dr.Kishore TA, Kochi	Dr.Datson George, Kochi
2017	Dr Bendigeri M T	Dr Deepak Dubey, Bengaluru
2018	Dr Mallikarjuna Reddy N, Nellore	Dr Satish Kumar Reddy, Nellore
2019	Dr. T.A. Kishore , Aster Medicity Kochi	Mohammed Taif Bendigeri, AINU Hyderabad
2020	Dr. Syed MD Ghouse, Hyderabad	Dr. Sunil K Bhat, Kochi
2021	Dr. Shanthi Laxmi Darga, Hyderabad	Dr. Krishnamohan, Calicut

**PROF. C.LASHOK KUMAR POSTER PRIZE**

YEAR	I PRIZE	II PRIZE
2001	Dr. G.Lionel, Vellore	Dr. Santhosh Rollands, Thiruvananthapuram
2002	Dr. H.Krishna Moorthy, Kochi	Dr. Mohanan, Kozhikode
2003	Dr. Krishna Shetty.M.V, Bengaluru	Dr. Manu.M.K, Thiruvananthapuram
2004	Dr. Biju Baby, Kozhikode	Dr. Chavali.V.Satish Kumar, Vijayawada
2005	Dr. Sanil Kumar, Kozhikode	Dr. Katumulla.F.S, Ludhiana
2006	Dr. Kumar Prabhu, Bengaluru	Dr. V.Muthu, Nadiad
2007	Dr. Kumar, Chennai	Dr. Prasanth, Kozhikode
2008	Dr. Gopinath.G, Kozhikode	Dr. A.Arunagiri, Chennai

2009	Dr.Nischit D' Souza, Bengaluru	Dr.Gajanan J Bhat, Bengaluru
2010	Dr.Ginil Kumar, Kochi	Dr.Muthu V, Nadiad
2011	Dr.Deepak, Chennai	Dr.Ram Prasad, Kottayam
2012	Dr.Ganesh Prasath, Chennai	Dr.Shyam K Ramesh, Thiruvananthapuram
2013	Dr.Surya Prakash Reddy, Tirupati	Dr.Chandan Phukan,Vellore & Dr.R.K.Sreenivas,
2014	Dr.Prashanth Kulkarni, Bengaluru	Dr.Ravindra Reddy, Hyderabad
2015	Dr.Rakesh BH, Mangalore & Dr.Mohan BA, Coimbatore	Dr.Nisarg Mehta, Kochi

#### ASU BEST POSTER PRIZE

YEAR	WINNER
2016	Dr. Suyog Shetty, Kottayam
2017	Dr Mahesh M S
2018	Dr Abhilash Cheriyan, Vellore
2019	Dr. S Prasanna, Vedanayagam Hospital, Coimbatore
2020	Dr. Abhik Debnath, Vellore
2021	Dr. Seshu Mohan, Hyderabad

#### PROF. A.P.PANDEY TRAVEL FELLOWSHIP

YEAR	WINNER
2002	Dr. Joseph Philipraj, Manipal
2003	Dr. L.N.Dorairajan, Pondicherry
2004	Dr. Keshavamurthy.R, Bengaluru
2005	Dr. Sreedhar Reddy, Manipal
2006	No applicants
2007	No applicants
2008	No applicants
2009	No applicants
2010	No applicants



2011	No applicants
2012	Dr.Suryakant Chaubey, Hyderabad
2013	No applicants
2014	No applicants
2015	Dr.Krishna Prasad, Bengaluru

**PROF. V.RAVINDRANATH TRAVEL FELLOWSHIP**

<b>YEAR</b>	<b>WINNER</b>
2002	Dr. Mohan Babu, Chennai
2003	Dr. Prabhakar, Coimbatore
2004	Dr. Maheswaran, Chennai
2005	Dr. Chandrasingh, Vellore
2006	Dr. Sudhir Sukumar, Kochi
2007	Dr. Vivekanandan, Erode
2008	Dr. Ravi, Chennai
2009	No Applicants
2010	Dr. Naveen H.N, Bengaluru
2011	No Applicants
2012	Dr. Shishir Devaraju, Belgaum
2013	Dr. Shivakumar V, Bangalore
2014	Dr. Arun Kumar, Chennai
2015	Dr. Paul Naveen, Guntur

**MIUC TRAVEL FELLOWSHIP**

<b>YEAR</b>	<b>WINNER</b>
2005	No applicants
2007	Dr. Chandrasingh, Vellore

2009	No applicants
2011	No applicants
2013	No applicants
2015	No applicants
2016	Not awarded
2017	Not awarded
2018	Vilvavathy Senguttuvan Karthickeyan, Vellore
2019	Not awarded
2020	Dr Pramod Krishnappa, Bengaluru
2021	No Applicants

**PROF. N.KRISHNAMURTHY GOLD MEDAL FOR POINT-COUNTER POINT DEBATE**

YEAR	MODERATOR	WINNER
2000	Dr. P.V.L.N.Murthy, Hyderabad	Dr. Joseph Thomas, Manipal
2001	Dr. A.Mohan, Bengaluru	Dr. Hasith Mehtha, Bengaluru
2002	Dr. K.M.Dineshan, Calicut	Dr. P.V.L.N.Murthy, Hyderabad
2003	Dr. Rajamanickam, Chennai	Dr. Sanjay Sinha, Hyderabad
2004	Dr. K.S.N.Chary, Guntur	Dr.L.N. Dorairajan, Pondicherry
2005	Dr. D.Ramesh, Bengaluru	Dr. Chandrasingh, Vellore
2006	Dr. Sanjay Bhat, Kochi	Dr. Sanjay Pandey, Chennai
2007	Dr. K.Thiagarajan, Villupuram	Dr. Joseph Thomas, Manipal
2008	Dr. Rajagopal, Hyderabad	Dr. C.Mallikarjuna, Hyderabad
2009	Dr.Prakash Prabhu, Mysuru	Dr.Sudhir Sukumar, Kochi
2010	Dr.Suresh Bhat, Kottayam	Dr.Girish Nelvigi, Bengaluru
2011	Dr.Avudaippan, Tirunelveli	Dr.Arun George, Vellore
2012	Dr.C.Illamparuthi, Chennai	Dr.M.K.Ramprasad, Kottayam
2013	Dr.Surya Prakash V, Nellore	No

2014	Dr.Nagasubramanyam, Bangalore	No Awards
2015	Dr.Sanjay Sinha, Hyderabad	Dr.Mohammed Taif Bendigeri, Hyderabad

**ASU-NU HOSPITALS, BENGALURU MEDAL FOR PEDIATRIC UROLOGY DEBATE**

YEAR	MODERATOR	WINNER
2016	Dr Sripathi V, Chennai	Dr Chandrasingh, Vellore
2017	Dr Ganesh Gopalkrishnan	Dr Vijayan
2018	Dr Sasidharan	Dr Prasanna Venkatesh, Bangalore
2019	Dr Shyam Joshi	Dr Ramesh Babu
2020	Dr Chandra Singh	Dr. Sunil Pillai, Manipal
2021	Dr. Venkatesh Krishnamurthy	Dr. Sudhindra Jayasimha
2022	Dr. Prasanna Venkatesh	

**ASU-PRATHEEKSHA AWARD FOR MERITORIOUS POST GRADUATE STUDENT**

YEAR	WINNER
2016	Dr. Nisarg Harish Mehta, Kochi
2017	Dr Manas Babu, Kochi
2018	Dr Prarthan Joshi, Bangalore
2019	Dr. K.N Sandeep Maheshwara Reddy
2020	Dr. Akshay Kriplani, Manipal
2021	Dr. Milap Shah, Manipal

**Annual Conference of Association of Souther Urologists (SZUSICON) ABSTRACT  
SUBMISSION TEMPLATE**

Title

Structured Abstract (should not exceed 400 words or 25 lines):

**Session (please tick any one)**

☐

Podium

☐

Video

☐

Poster

☐

Ideas & Innovations

☐

Black Pearls

**Category (Please tick any one)**

☐

Basic Sciences

☐

Adrenal Diseases

☐

Congenital Diseases

☐

Infections

☐

Urolithiasis

☐

BPH

☐

Uro -oncology

☐

Andrology

☐

Neuro-Urology

☐

Renal Transplant

☐

Paediatric Urology

☐

Female Urology

☐

Reconstructive Urology

☐

Endo-Urology

☐

Lap Urology

☐

Miscellaneous

**ASSOCIATION OF SOUTHERN UROLOGISTS**  
**(SOUTH ZONE-USI)**

**APPLICATION FOR MEMBERSHIP**  
**(TO BE FILLED LEGIBLY IN BLOCK LETTERS)**

Type of membership applied for:	Full / Associate / Affiliated.
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Name
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Qualifications	Date of birth
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Aadhar No.	Pan No.
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Hospital Address with Pin Code
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Hosp. Ph: with area code	Cell:
--------------------------	-------

Res. Address with Pin Code
----------------------------

Res. Ph: with area code	E mail:
-------------------------	---------

Signature	Details of DD
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Proposed by  
(Signature, Name & Address)

SZ-USI No.

Seconded by  
(Signature, Name & Address)

SZ-USI No.

*(DD/Cheque should be in favour of Association of Southern Urologists payable at Chennai for Rs 5000.00  
You may also do a bank transfer here- Association of Southern Urologists, SBI, Park town branch, Account  
number no 10273424184, IFSC:SBIN001856. Please send the completed forms and DD/Cheque/Bank  
Transfer details to the Hon. Secretary, ASU)*

Members are requested to fill in the following Membership Updation and Declaration Form and send immediately to the Hon.Secretary, ASU

**APPLICATION FOR ASU MEMBERSHIP UPDATION  
(TO BE FILLED LEGIBLY IN BLOCK LETTERS)**

Type of membership: Full /Associate / Affiliated.	SZUSI NO:
Name	
Qualifications	Date of birth
Hospital Address with Pin Code	
Hosp. Ph: with area code	Cell:
Res. Address with Pin Code	
Res. Ph: with area code	E mail:

**Declaration**

- ☐ *I declare that I am a qualified Urologist possessing DNB (Uro)/MCh (Uro)/ Others (specify.....) qualification and I had submitted/willing to submit, if required, the degree certificate of the above examination, to be considered as Full Member of the ASU*
- ☐ *I declare that I have not yet passed DNB (Uro)/MCh (Uro)/Others (specify.....) degree examination and shall submit the degree certificate of the above examination, when available. Until such time I may be considered as Associate Member of ASU*
- ☐ *I am a qualified Urologist engaged in active practice of Urology in areas other than South India and hence I may be considered as Affiliated Member of ASU.*

Date.....

Place.....

Signature



**NOMINATION FOR THE POST OF OFFICE BEARERS OF ASU, 2020-22**

**PHOTOGRAPH**

<b>Name of Post</b>	

<b>Name of the Candidate</b>	
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<b>Institutional Address with email &amp; Mobile No.</b>	
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<b>Address for Correspondence</b>	
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<b>SZUSI Number</b>	
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<b>Office Post Held in ASU and the period</b>	
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<b>Proposed by:</b>	<b>Name</b>	<b>Signature</b>	<b>SZUSI No</b>
<b>Seconded by:</b>	<b>Name</b>	<b>Signature</b>	<b>SZUSI No</b>

**Declaration:** I hereby declare that the particulars given above are true to the best of my knowledge and belief. I also agree to abide by all rules and regulations of the society and if elected shall serve the Association to the best of my abilities, upholding the values and ethics of Association of Sothern Urologists.

**Place:**

**Date:**

**Signature**

Please send a brief one page bio-data of the candidate for publication in ASU newsletter Election, if any shall be held during SZUSICON 2020 at Hyderabad. Please refer to "Constitution of ASU" for rules and regulations for submission of nomination/election of office bearers. [www.szusi.com/ ASU](http://www.szusi.com/ASU) Handbook

Please send scanned copy of the form by email to [pisapatimurthy@gmail.com](mailto:pisapatimurthy@gmail.com)

Please send the original form by speed post /courier before 5.00pm on 15<sup>th</sup> April of that year to the Honorary Secretary

## **The ASU TRAVELLING FELLOWSHIP**

Association of southern urologists decided to institute a travelling fellowship for its postgraduates from the year 2017. Each State chapter is requested to give the name of a postgraduate for this prestigious honour. The Travelling fellows should be postgraduates at the time of their recommendation. The idea of the programme is to provide exposure to fellows to the other teaching institutes at the same time giving them a chance to see surgical techniques, practices and teaching in other institutes and friendly interactions. The teaching institutes will ensure quality teaching, hospitality and highest care to the fellows. The fellows on completion of their fellowship will receive a completion certificate from the institutes and in the subsequent year's Annual conference will receive a certificate from the ASU.

## ASU TRAVEL FELLOWSHIP

INVITING APPLICATIONS FROM THE INSTITUTES/MEDICAL COLLEGES/TRAINING CENTRES FOR HOSTING ASU TRAVELLING FELLOWSHIP 2021

1. NAME OF THE INSTITUTE
2. COMPLETE ADDRESS WHERE THE TRAINING INSTITUTE/TRAINING CENTRE IS LOCATED (DISTANCE IN KM FROM THE NEAREST AIRPORT AND RAILWAY STATION )
3. ARE YOU ACCREDITED FOR SUPERSPECIALTY TRAINING (DNB/MCH) , IF YES - NUMBER OF YEARS THE INSTITUTE/TRAINING CENTRE INVOLVED IN PROVIDING TRAINING AND NUMBER OF POST GRADUATES PER YEAR
4. NAME ,PHONE NUMBER AND EMAIL ADDRESS OF THE HEAD OF THE INSTITUTE/TRAINING CENTRE INVOLVED IN TRAINING
5. NAMES OF THE TEACHING FACULTY ASSOCIATED WITH THE INSTITUTE/TRAINING CENTRE WITH YEARS OF EXPERIENCE ( POST DNB /MCH)
6. DIFFERENT KINDS OF PROCEDURES THAT ARE PERFORMED AT THE INSTITUTE/TRAINING CENTRE
7. IS THE INSTITUTE/TRAINING CENTRE OFFERING ANY SUBSPECIALTY TRAINING , IF YES , PLEASE DETAILS
8. ACADEMIC PROGRAMMES THE INSTITUTE/TRAINING CENTRE HAS CONDUCTED IN THE LAST 3 YEARS
9. HANDS ON TRAINING AVAILABILITY (YES/NO)
- 10.SIMULATOR TRAINING AVAILABLE (YES/NO)
- 11.ARE THERE BOARD (FOOD AND LODGING) FACILITIES FOR VISITING FELLOWS