

## Rules & Regulations/Protocol followed in

### ASACON's & Scientific activities of The Associations of Surgeons of Assam

1. Central Scientific Committee headed by Chairman nominated by EC will be officially responsible for all scientific programme of the Association.
2. The President, Secretary & local organization secretary of ASACON, CME, Workshops etc. will be the members of the committee.
3. Presidential and Past Presidents are honoured by offering free registration in ASACON's. An invitation may be send to them by the organizers.
4. **Late Dr. G.P. Sarma memorial ASACON Oration.**
  - A. The orator should be selected from the North East region only by the central scientific committee in constitution with local organizers.
  - B. The hospitality and travel expense to be borne by the local organizers.
  - C. A cash amount of Rs. 2000/- (Two thousand only) is offered to the orator for preparation of lecture and slides etc. by ASA office.
  - D. Free registration in the conference to the orator.
  - E. This oration to placed preferably on the 1<sup>st</sup> day of ASACON.
  - F. Photograph of late Dr. G.P.Sarma is to be displayed.
5. **Padmashree late Dr.N. Zaman Oration :**
  - A. The orator is selected by the ASA central scientific committee in consultation with Padmashree Late Dr. N. Zaman trust and local organizer.
  - B. The orator should be of national standing.
  - C. The trust bears travel and hospitality expenditure of the orator.
  - D. This oration is placed on the 2<sup>nd</sup> day of ASACON.
  - E. Free registration in the conference to the orator.
  - F. Photograph of late Dr.N. Zaman is to be displayed.
6. **Late Dr. J.C. Mahanta ASICON ' 78 Oration :**
  - A. The orator is selected by the central scientific committee in consultation with local organizer.
  - B. The orator should be of national standing.
  - C. Travel and hospitality expense is borne by the ASA office.
  - D. This oration is placed on the 2<sup>nd</sup> day of the ASACON.
  - E. Free registration in the conference to the orator.
  - F. Photograph of Late Dr. Mahanta is to be displayed.
7. **Best paper awards :**
  - A. Padmashree Late Dr. N. Zaman best paper is awarded to the scientific free paper adjusted best in the competition section of ASACON. A cash award of Rs. 3000/- (Three thousand only) is awarded to the presenter only by the Padmashree Late Dr. N. Zaman trust. A certificate of merit will be presented by the ASA.
  - B. Late Dr. D.K. Das memorial 2<sup>nd</sup> best paper is awarded a cash amount of Rs. 1000/- (One thousand only) by the City chapter of ASA, Guwahati. A certificate of merit will be presented by the ASA.
  - C. These awards are for surgeons below 45 years of age with original works presented in competition section of ASACON.
  - D. The best paper should submit the paper to the ASICON in the next year for presentation in the state best paper section of ASICON.

**8. Best paper of rural surgery section.**

- A. A competition section for free papers from Rural surgery, Tea gardens, Industrial hospitals is to be arranged in scientific session.
- B. A cash award of Rs. 2500/- (Two thousand five hundred only) is awarded by HAMM (hospital) public trust, Hojai to the presenter in this section.

**9. Surgi-Quiz :**

- A. Surgical quiz competition among the PG students of Surgery of the state is organized during the scientific session of ASACON.
  - B. Three teams of two members each are short listed after a preliminary round of objective type questions.
  - C. The best team is adjusted amongst these three teams.
  - D. The best team is awarded 'Dr. Kuntal Goswami Best Quiz Team Award' sponsored by Dr. D.P.Goswami on behalf of Dr. Kuntal Goswami memorial trust.
  - E. This team will be awarded with to and fro 2<sup>nd</sup> class train fare (subjected to maximum of Rs. 5000/- (Five thousand only) if they attend ASICON and participate ASIPG Quiz, in the same year.
  - F. This best team is automatically included in the ASIPG Quiz at ASICON. The secretary will inform the ASI the name of the winners immediately.
  - G. Second and third team are to be awarded Rs. 1000/- and Rs. 500/- by the organizing committee of ASACON immediately by the organizing committee.
10. Competition papers are to be grouped in one scientific session.
  11. Participants of competition section should be members of ASA/ASI and registered as delegate in the ASACON.
  12. The judges of the competition section and quiz master are to be selected by the central scientific committee. The judges should be provided with the abstract well before time.
  13. Topics of the CMEs and its speakers to be finalized by the central scientific committee well ahead of time and approved by the executive committee of ASA.
  14. The abstracts for free papers are to be submitted to the chairman of central scientific committee during ASACON.
  15. Invitations to the orators, guest speakers, CME lectures are to be sent from the central office by President/Secretary/Chairman central scientific committee.
  16. Results of competition are announced in the conference immediately in the conference/GB meeting.
  17. Organizing committee of ASACON/CME is responsible for organizational part. The central scientific committee of ASA in collaboration with local scientific section sessions/CMEs.
  18. Workshops/local CME programmes/social service like health camp can be conducted by any chapter on its own. Information to be sent to the office of ASA in time.
  19. All efforts should be made to document all the event with invitation letters, programmes and photographs, video etc.

### **Protocol followed during orations**

1. The sessions are to be chaired preferably by President/Past Presidents of ASA.
2. Introduction of the oration by honorary secretary/chairman scientific committee.
3. After that the Chairman takes over and invite the orator to deliver the talk. He also introduces the orator.
4. Felicitation to the orator, if not done in the inaugural function is by the president on behalf of ASA and by the members of family or trust in whose memory the orations are instituted after reading the citation at the end of a particular oration.
5. The orator are to be selected preferably from Gen. Surgery or any of the allied speciality.
6. The person should be above 45 years of age having a working experience of more than 15years in the speciality. Teaching and practical experience, publications, attendance at national and international conferences are to be considered while selecting the orator.
7. An attempt is to be made to publish a brief resume of the orators with photographs in the souvenir to be published during the ASACON.

### **Awards Ceremony**

1. An agenda of Award giving ceremony is to be included in the inaugural function of ASACON.
2. Winners of best paper (1<sup>st</sup> & 2<sup>nd</sup>), best quiz team, best paper on rural surgery are awarded in the ceremony.
3. All the winners should be given a certificate and cash as per declaration.

### **Mid term CME**

1. Mid term CME is organized in May every year.
2. Date and venue are determined by the GB or the EC.
3. All the members are informed about the event.
4. The theme of the CME/speakers will be decided by central scientific committee.
5. Speakers are to be requested to submit the next of their lecture to the scientific committee so that it can be published in the JASA.
6. One of the six local city chapters is entrusted to organize the meeting.
7. The Guwahati city chapter will organize a CME in the month of February/March every year.