

FORMAL NOTICE OF DISCIPLINARY ACTION / SHOW-CAUSE NOTICE

IAPEN INDIA

Date: 29 August 2026

To:

Dr Biju Pottakkat

Subject: Interim Suspension from office bearer position of IAPEN INDIA

Dear Dr Biju Pottakkat,

The Board of Directors of IAPEN INDIA ("Board"), having considered matters concerning the governance, administration and functioning of IAPEN INDIA, considers it necessary to formally place the following matters and this interim measure is without prejudice to your right to submit your explanation and response to the matters raised and shall not be construed as a final determination of any allegation or misconduct.

You have voluntarily decided to dissociate from IAPEN INDIA Association for Parenteral and Enteral Nutrition and form a new association and your transition plan wherein the chapter office bearers, core group office bearers and other members are being offered the same position as well as take away the members of IAPEN INDIA, exhibiting anti-IAPEN INDIA activity and we have documented evidence for same. This is a serious concern and in view of your wish to dissociate from IAPEN INDIA, the Board agrees to interim suspend you from all the office bearer positions of IAPEN INDIA, with effect from 27-08-2029 and as per board resolution dated 27th August 2026.

This notice is issued **without prejudice** to your rights and without constituting a final finding of misconduct.

Dated 11th Feb 2025, your resignation was received by the Board, upon the completion of your term as national vice president of IAPEN INDIA Association for Parenteral and Enteral Nutrition and your withdrawal from nomination for the post to the election officer and though duly requested to continue, in the light of long absence from NEC and Association, to also not adhering to board resolution dated 10th July 2026, dissolving the FFC of which you were the member, non-withdrawal of your resignation till now, and other matters we accept your resignation as national vice president with effect 27-08-2026. This measure is taken with consensus of majority of NEC.

1. Constitution and conduct of the FFC

The Board has considered concerns regarding the constitution and functioning of the Fact-Finding Committee ("FFC"), including whether the requisite approval/authorisation was obtained under the applicable governance framework. The Board has also considered concerns regarding the continuation of the FFC process and/or issuance of its report following subsequent action concerning the status of the committee. Despite the board resolution dated 10th July 2026, duly shared with you, dissolving the FFC, the process still continued. The Board considers such

action to constitute a serious departure from the fair governance process and an exercise of authority beyond the authority properly vested in the office held by you.

Kindly share your explanation.

2. Confidentiality and institutional communications

The Board has also taken serious note of information that matters concerning a confidential issue pending consideration before the NEC were discussed with members and at various IAPEN INDIA programmes, meetings and gatherings. Matters formally pending before a governing body are required to be dealt with through the appropriate institutional process and with due regard to confidentiality and procedural integrity.

The Board considers the disclosure and/or discussion of such matters outside the appropriate forum, while they remained pending before the competent body, to constitute a serious breach of institutional discipline and governance.

You are requested to provide your explanation regarding the nature, circumstances and authority for any such communications.

3. Conduct potentially prejudicial to IAPEN INDIA

The Board is further concerned by statements, communications and conduct attributed to you which, in the Board's considered view, have adversely affected and/or have the potential to adversely affect the reputation, dignity, credibility and standing of IAPEN INDIA and its governing body.

You are requested to explain the circumstances and provide any relevant correspondence.

4. Communications with chapters and members

The Board has received information concerning discussions and communications allegedly initiated by you with chapters and members which, in the Board's assessment, have contributed to division, opposition and disruption within IAPEN INDIA and have undermined confidence in its existing institutional and governance structure.

You are requested to explain the purpose and circumstances of such communications.

5. Conduct potentially prejudicial to the interests of IAPEN INDIA

The Board is further concerned by actions undertaken by you, whether independently or in association with others, which appear to seek to alter, circumvent, undermine or otherwise interfere with the established governance framework and functioning of IAPEN INDIA without following the procedures prescribed under its governing documents and applicable law.

The Board particularly requires an explanation concerning this action, communication or proposal suggesting an intention to disregard the governance structure.

6. NEC meeting of 24th August 2026

The Board further notes that you attended an NEC meeting as an official meeting on a private zoom link, where official zoom meeting is available with IAPEN INDIA, and request for same was made by the board and NEC members and conducted the meeting despite the meeting called by the board on official zoom link of the association and accordingly the board does not recognise the decisions purportedly taken at such a meeting, but these nevertheless constitute documentary evidence of what was discussed and purported intention.

You are requested to kindly explain the same

6. Interim Suspension

In view of the cumulative matters set out above, the Board has resolved your interim suspension from the office bearer positions of IAPEN INDIA, subject to consideration of your response and completion of the prescribed procedure.

With effect from 27-08-2026 of the suspension, you are hereby required to cease and desist from:

- * Representing yourself as an authorised office-bearer or representative of IAPEN INDIA nationally or internationally;
- * Issuing communications, notices, circulars or statements in the name of IAPEN INDIA;
- * Convening or purporting to convene meetings/AGM/ EGBM on behalf of IAPEN INDIA;
- * Constituting or purporting to constitute committees or bodies on behalf of IAPEN INDIA;
- * Issuing directions to chapters, members, committees or office-bearers in the name of or on behalf of IAPEN INDIA;
- * Entering into any commitment, arrangement or undertaking purportedly on behalf of IAPEN INDIA; and

Otherwise holding yourself out as having authority to act for or bind IAPEN INDIA.

You are directed that whatever custody or control of association's records, documents, correspondence, financial records, credentials, databases, electronic accounts, bank accounts or other property belonging to or relating to IAPEN INDIA shall be preserved and to hand over the same to director Dr PC Vijayakumar with immediate effect.

You are therefore called upon to show cause why such action should not be taken.

Your response should specifically address:

1. each allegation/matter stated above;
2. the authority relied upon for the actions taken;
3. supporting documents;
4. any circumstances you believe the Board should consider; and
5. any other representation you wish to make.

Your written response should be submitted within **7 days of receipt of this notice**. In the event that no written response is received within the stipulated period, the Board may proceed to consider the matter on the basis of the records and materials available to it, and the interim suspension shall, subject to the applicable process, be liable to be treated as continuing/permanent termination from the Office bearer positions of IAPEN INDIA as well as Membership of IAPEN INDIA without any further notice.

This interim measure is not a final finding of misconduct. This interim measure is taken with consensus of majority of NEC.

RIGHT TO RESPOND

The Board reiterates that no final disciplinary determination shall be made without consideration of your response and compliance with the applicable governance process and principles of natural justice.

Nothing in this notice constitutes a waiver of any rights or remedies available to IAPEN INDIA.

Yours faithfully,

**For and on behalf of the Board of Directors
IAPEN INDIA**



Dr. PC Vijayakumar
Director and Past
President

Dr. Shilpa Varma
Director

Dr. Mansi Patil,
Director

Ms. Datta Patel
Director