

INDIAN PHOTOBIOLOGY SOCIETY

MEMORANDUM OF ASSOCIATION
(Regd. No. S/10422)

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The name of the Society shall be the **Indian Photobiology Society**. The Registered Office of the Society shall be situated at Jadavpur University, Calcutta- 700032.

The objects of the Society are :

- (a) to bring together biologists, chemists, physicists and workers in the medical and agricultural sciences in order to promote interdisciplinary discussions, e.g., photochemistry, photosynthesis, vision, photoperiodism, phototherapy, effects of ionising as well as nonionising radiations on biological systems.
- (b) to encourage study and research in different aspects of photobiology ;
- (c) to cooperate with similar groups abroad, particularly the Association International de Photobiologie ;
- (d) to organise lectures, debates, conferences and seminars for the diffusion of knowledge of photobiology and related disciplines;
- (e) to publish or cause to be published useful and relevant literature, papers, magazines, books etc. ;
- (f) to collect donations and subscriptions for the furtherance of the objects of the Society.
- (g) to construct, maintain, improve, develop and alter any buildings, houses or other works necessary or convenient for the furtherance of the objective of the Society; and
- (h) to do all such things as may be deemed incidental and conducive to the attainment of the foregoing objects.

The names, addresses and descriptions of the members of the Executive Committee are :

<i>Name</i>	<i>Address</i>	<i>Description</i>
<i>Dr. S.K. Mukherjee,</i> D.Sc.	<i>Vice-Chancellor</i> Calcutta University. Senate House, Calcutta.	<i>President</i>

<i>Name</i>	<i>Address</i>	<i>Description</i>
Prof. N.N. Das Gupta, Ph.D. (Lond)	Department of Physics, University College of Science, Calcutta-9.	Vice-President
Prof. S.M. Sircar	Department of Botany, 35, Ballygung Circular Rd. Calcutta-19	-Do-
Prof. S. Aditya, Ph.D.	Dept. of Applied Chemistry, University Coll. of Science & Tech., 92, A.P .C. Road, Cal.9.	-Do-
Prof. G. V. Joshi	Dept. of Botany, Shivaji Univ., Kolhapur, Maharashtra.	-Do-
Prof. K.K. Rohatgi- Mukherjee, D.Phil. (Oxon).	Dept. of Chemistry, Jadavpur University, Calcutta-32.	Secretary
Prof. B. B. Biswas, Ph.D.	Dept. of Biochemistry Bose Institute, Cal-9.	Treasurer
Dr. B. Mukherji	54, Gopimohan Dutta Lane, Calcutta-3.	Member
Dr. Dipesh De	Dept., of Botany, I.I.T., Kharagpur.	-Do-
Dr. Anjali Mookherjee	School of Environmental Science, Jawaharlal Nehru University, New Delhi 110057.	-Do-
Dr. J. P. Mittal,	Bhabha Atomic Research Centre, Trombay, Bombay.	-Do-
Dr. K.M. Pannicker,	All India Institute of Medical Sciences, New.Delhi.	-Do-
Dr. S. Joshi	Biophysics Division, Tata Institute of Cancer Research, Bombay.	-Do-
Dr. A. Kumar	Department of Botany, Rajasthan University, Jaipur.	-Do-
Dr. V. Ramakrishnan	Department of Chemistry, Indian Institute of Technology, Madras.	-Do-

INDIAN PHOTOBIOLOGY SOCIETY

REGULATIONS

Membership

Qualifications: Any individual who is interested in the objects of the Society and any Society or Institution whose objects are similar to those of the Society and represented by the Secretary or any other person duly authorised on that behalf, are eligible for membership of the Society.

Class of Members: Life Members and Ordinary Members.

Life Members: Any person, Institution or Society qualified to be a member by paying or having paid a sum of Rs. 200/- or endowing moveable or immovable property of the value of Rs. 200/- or over shall be elected a Life Member of the Society by the Executive Committee.

Ordinary Members: Any person, Institution or Society qualified to be a member by paying an annual subscription of Rs. 15/- may be admitted as Ordinary Member of the Society. Every member so admitted shall pay an admission fee of Rs. 6/- only. The annual subscription falls due in January.

Cessation of Membership: Any member shall cease to be a member (a) on his resignation from membership by a letter addressed to the Secretary, or (b) on his becoming insane or insolvent, or (c) on his conviction for any offence or for any offence involving moral turpitude.

Register of Members: The Society shall maintain a Register of members in which shall be recorded their names, addresses, occupation, and dates of admission and cessation. The Register shall be kept open for inspection of the members of the Society.

Rights and Obligations of Members: Any member of the Society has the right (a) to elect and to be elected in any election of the Society; (b) to submit suggestions for discussion to the Executive Committee on any matter connected with the functioning of the Society; (c) to inspect the accounts of the Society by appointment with the Secretary; and (d) to forego his membership after due information in writing to the Executive Committee. Every member of the Society shall have the obligations to pay his subscription within the prescribed time. Defaulting members shall not be allowed to vote or take part in a meeting.

Executive Committee

Composition and Formation: There shall be an Executive Committee consisting of between 10 and 15 elected members. The election shall be by ballot voting and completed before the Annual General Meeting of the Society. The office-bearers consisting of one President, four Vice-Presidents two of which shall be the last two past Presidents, one Secretary and one Treasurer shall be elected by the Executive Committee from amongst its members.

The Secretary and Treasurer shall be located at the head-quarters of the Society. The office-bearers shall hold office for two consecutive terms (the period between two annual general meetings being defined as a 'term'), but shall be eligible for re-election. Fifty per cent of the other members of the Executive Committee shall retire every term, the fifty per cent retiring at the end of the first year being determined by ballot.

Termination of Membership: A member of the Executive committee may terminate his membership by (a) addressing a letter of resignation to the Secretary, and (b) absenting

himself from three consecutive meetings of the Executive Committee without any prior leave application or assigning any reasonable ground.

Meetings: A meeting of the Executive Committee shall be held at least *once in three* months at such place and time as the president and the Secretary may determine.

Any five members of the Executive Committee may requisition a meeting of the Executive Committee, and the Secretary shall summon the same within seven days, failing which the President or the requisitionists may do so provided no business other than that specified in the notice shall be transacted at such meeting.

Notice and Quorum: 'Ten days' notice of the meeting of the 'Executive Committee specifying the place, date, time and the general nature of business to be transacted shall be given to every member of the Executive Committee.

Emergency meeting may be called at 24 hours' notice.

Four members personally present shall constitute a quorum for the meeting; if a quorum is not present within 30 minutes of the notified time the members present may adjourn the meeting. An adjourned meeting may be held on a subsequent date by one week's notice, for which no quorum shall be required.

Procedure: The President or in his absence the Vice-President shall preside over all meetings of the Executive Committee and in the absence of both, members present shall elect a Chairman for the particular meeting. All questions placed at the meeting shall be decided by a majority of votes, each member having one vote. The President or the Chairman shall have a second or casting vote in addition to his own vote in case of a tie. On all questions relating to the Constitution or Regulations of the Society raised at a meeting the decision of the President of the Society or the Chairman of the meeting shall be final and binding.

Powers and Duties

The Executive Committee shall have the overall power of conducting and supervising the affairs of the Society and in particular shall discharge the following duties: (i) to summon the annual general meeting of the Society; (ii) to appoint subcommittees with such powers and duties as may be considered necessary or expedient; (iii) to accept donation, gift, subscription, and acquire moveable or immovable property for the Society; (iv) to sell, lease, mortgage or otherwise dispose of and deal with all or any part of the property of the Society as deemed necessary or expedient ; and (v) to keep proper accounts of the Society and to open Bank Account in the name of the Society in one or more of the scheduled banks. Bank accounts shall be operated jointly by the Secretary and the Treasurer of the Society.

The Executive Committee shall be responsible for the safe custody of the funds and assets of the Society. The funds of the Society shall be kept in some scheduled bank and be invested in any securities specified under section 20 of the Indian Trust Act, 1882.

Accounting Year : The accounting year of the Society shall be from January I to December 31 of every year.

Annual General Meeting: The Society shall hold an annual general meeting once every year. Under exigent circumstances the date of the meeting may be extended beyond one

year but not more than 15 months shall elapse between two successive annual general meetings. At least 21 days' notice specifying date, time and place of the meeting shall be given to every member of the Society.

No business shall be transacted at any meeting unless there is a quorum. One-third of the total number of members in the Register shall form a quorum.

The business to be transacted at the annual general meeting shall be :

- (a) to confirm the minutes of the last annual general meeting ;
- (b) to adopt the report of the Secretary on the working of the Society for the previous term ended ;
- (c) to pass audited statement of accounts for the previous term ;
- (d) to appoint an auditor for the coming term ;
- (e) to elect members of the Executive Committee, and
- (f) to consider amendments, if any, to the Regulations of the Society.

A Special General Meeting shall be convened by the Secretary if two-thirds of the members of the Society requisition such a meeting specifying the nature of the business to be transacted at the meeting. On receipt of such a requisition the Secretary shall properly notify the meeting within 21 days. In default, such a meeting convened by the requisitionists shall be valid.

Duties of Office-Bearers

President :

- a) He/she shall preside over all meetings of the Society;
- b) advise the Society on all points of dispute and generally look after the interests of the Society; and
- c) take all disciplinary actions such as removal, dismissal etc. of members and office-bearers in consultation with the Executive Committee.

Vice-Presidents :

They shall preside over meetings in the absence of the President, and exercise such powers of the President as he/she may delegate.

Secretary:

- a) He / she shall convene all meetings of the Society in consultation with the President ;
- b) maintain minute books of all meetings ;
- c) issue general circulars and notices ;
- d) receive all applications for membership of the Society for consideration of the Executive Committee ;
- e) operate bank account jointly with the Treasurer ;
- f) sign and give pay order on all bills for payment; and

- g) transact all such business as and when the Executive Committee directs him / her to do.

Treasurer :

- a) He/she shall collect and receive all sorts of subscriptions, donations, and deposit with the bank money and grants received ;
- b) maintain and keep cash book and such other account as are necessary ;
- c) sign on behalf of the Society receipts of all sums received as subscriptions, grants, donations, etc., and
- d) operate bank account jointly with the Secretary.

Dissolution of the Society:

The Society may be dissolved by a resolution to that effect passed by three-fifths of the members of the Society at a general meeting. The said meeting shall also decide the manner of dissolution including disbursement of the funds and assets of the Society, if any, after dissolution.

General :

In any case not expressly provided in these Regulations the Executive Committee shall give such directions as may be necessary.

The power of interpreting these Regulations vests in the Executive Committee.