

CONSTITUTION OF THE ASSOCIATION OF RICE RESEARCH WORKERS

(Founded in 1961, Regd. No. 416/63)

(As amended on 31.01.2003)

(The portions printed in bold letters refer to the amended part of the constitution)

Clause 1. Name of the Society :

The name of the Association shall be “Association of Rice Research Workers”

Clause 2. Headquarters of the Association :

The Headquarters of the Association shall be at the Central Rice Research Institute, Cuttack-753 006 (Orissa), India.

Clause 3. Objects :

The objects of the Association shall be to :

3.1 Provide and promote opportunities for contact and fellowship amongst workers interested or engaged in research, teaching and extension in rice and rice based cropping systems.

3.2 Publish a Journal in English which shall be called “ORYZA”, and Bulletins, Reports, Books and Newsletters, as decided from time to time, for the advancement of the aims of the Association.

3.3 Hold Symposia, Discussions and Meetings on topics relating to research and production of rice and rice based cropping systems.

3.4 Undertake any activity that directly or indirectly serves the cause of the Association.

Clause 4 Membership and privileges of the Members:

The Members of the Association shall be open to all workers and Institution in India and abroad engaged in research, teaching and extension in rice and rice based cropping systems. It will consist of :

- (a) Annual Members;
- (b) Life Members;
- (c) Patrons, and
- (d) Honorary Members

4.1 (a) Annual Members :

An Annual Members is a person engaged and interested

in research, teaching or extension in rice and rice based cropping systems and is admitted as a Member of the Association on payment of the prescribed annual subscriptions. The Annual Member shall be entitled to receive the Journal of the Association free of charge for the year for which subscription is paid. He will have rights to vote and hold an office of the Association provided he had been a Member of the Association for a minimum period of one year prior to the year of election.

4.1 (b) Life Members :

A Life Member is a person engaged and interested in research, teaching or extension in rice and rice based cropping systems and is admitted as a Life Member of the Association on payment of 12 years Annual subscription at current rates (subject to revision) payable in lump sum or three equal instalments within the year in which he applies for life Membership. The Life Member shall enjoy all the privileges of the Annual Member. He shall be exempt from the payment of annual subscription. He shall, however, not be entitled to back issues of the journal that the Association published before his enrolment.

4.1 (c) Patrons :

A Patron is a person interested in research, teaching or extension in rice and rice based cropping systems, who has made a minimum contribution of **Rs. 10,000/-** (Rupees ten thousand or more or \$500) to the Association. Patrons shall have all the rights and privileges of an Annual Member during their life time and shall be exempt from the payment of annual subscriptions. **Names of Patrons should be printed in the journal at the top of page above the Executive council.**

4.1 (d) Honorary Members :

An Honorary Member shall be a person eminent for his contribution or services to the objectives of the Association. Honorary Members shall be elected on the recommendation of the Executive Council at the General Body meeting by at least a 4/5th majority of the

of the Members present and voting at the meeting. Their number shall be limited to **twenty** at any time and not more than 2 elected each year. They shall enjoy all the privileges of the Annual Members except that of voting or holding office and shall be exempt from the payment of the annual subscriptions.

4.2 Any person(s) who become(s) a Member in the first year of the formation of the Association will be a Foundation Member. Foundation Members will automatically be declared as Life Member(s) provided he/they pay half of the Life Membership fee within a year.

4.3 The life and Annual Members shall have, in addition, the privilege of introducing to the ordinary scientific meetings of the Association visitors(s), whose name(s) together with the name(s) of the introducing Member(s) shall be entered in a book kept for the purpose.

4.4 No Member shall have the privilege to vote by proxy.

Clause 5. Withdrawal/discontinuance/expulsion of Member:

5.1 A Member may withdraw from the Association signifying his/her wish to do so in a letter addressed to the Secretary of the Association. He/she shall, however, not be entitled for the refund of any fees paid by him/her. Any Members so resigning may, however, apply for readmission subsequently if he/she so desires.

5.2 A Member who has withdrawn and whose subscription is not in arrears shall automatically recover the privileges of Membership without any prejudice to the continuance of his/her Membership, if he/she rejoins the Association within the period for which his/her subscriptions are paid.

5.3 Members who do not pay their annual subscription by 31st July shall cease to be the Members of the Association. On reapplication for Membership they will not normally be entitled for the issue of the Journal for the concerned year published prior to the date of re-enrolment. A request for the back issues of the year for which the payment of the Membership is delayed beyond 31st July, can, however, be made to the Executive Council, which, if considered in the interest of the

association, may accept such request. However, he/she shall lose his/her rights to hold an office and/or right to nominate and vote.

5.4 Any Member indulging in such activities which are considered to be against the interest of the Association or hinder the functioning of the Association shall cease to be a Member of the Association. The Executive Council of the Association will discuss such cases on merit and in case the majority decision is for expelling a Member, it will refer the matter to the General Body of the Association which may be convened for this purpose, if necessary. In case the matter is urgent and the General Body meeting is likely to be delayed, the Executive Council may resort to opinion poll among the Members of the Association through secret postal ballot. The Members who do not communicate their negative opinion through ballot will be considered to have agreed to the proposal of the Executive Council. The expulsion will be effected if three fourth or more of the Members on rolls on the date of the opinion poll, vote for it. The General Body can expel a Member from the Association for a fixed term of two or more years or the entire life period, if it finds that the damage caused by the Member to the Association is irreparable. The expulsion orders by the General Body shall also apply to the Life Members, who, however, will continue to receive the Journal of the Association free of charge. The expelled Member will have neither right to nominate and vote nor can contest for any office of the Association.

Clause 6. Admission fee and subscription:

6.1 The annual subscription of Annual Members shall be **Rs. 150.00** (subject to change) in India and **US \$ 40** (subject to change) from abroad payable in advance and shall become due on the 1st January of every year.

6.2 The Life Membership fee shall be equal to twelve annual subscriptions at current rates or **US \$ 200** either in lump sum or three equal installments within the year in which he/she applies for Life Membership.

6.3 The financial year of the Association shall be the calendar year.

Clause 7. Executive Council:

7.1 There shall be an Executive Council which shall carry

on all the affairs of the Association. The Executive Council shall consist of: A President, two Vice-Presidents, a Secretary, a Treasurer, an Editor-in-Chief and eight Councillors elected by the General Body. **The last five Presidents of the Association holding a Membership of ARRW, will be Ex-officio Members of the council. The immediate past President and Secretary shall be ex-officio Members of the council of the Society with voting right.** Out of eight Councillors, one each will be from North, South, East (except Central Rice Research Institute CRRI, Cuttack and the Orissa University of Agriculture & Technology, OUAT, Bhubaneswar) and West Zones* of the country. The remaining four Councillors will be from CRRI and OUAT. One of the Vice-presidents, the Secretary, the Treasurer and the Editor-in-Chief will be from the Headquarters of the Association.

7.2 The term of all the office bearers **except past Presidents (Ex-officio)** of the Executive Council including the Councillors shall be for a period of **three** years. **No Member (except Ex-officio Members) will hold the same office for more than two consecutive terms. He/she may, however hold any other office for next term(s) if elected.**

7.3 The President shall ensure that the policies of the Association are executed in right direction. The Vice-Presidents shall generally assist the President in all matters concerning the Association. The president, or in his absence, one of the Vice-Presidents, as nominated by the President, shall preside at the General Body Meeting of the Association and the Meetings of Executive Council. **The president shall approve the expenditure of the Association not exceeding Rs.10,000/- in a calendar year on urgent items in between the meetings of the Executive Council.** The President or the Vice-President shall present a written address at the General Body Meeting at which he presides which shall be published in the Journal of the Association.

7.4 The Secretary shall have overall responsibility for the conduct of the affairs of the Association, **including** those relating to finance, under the directives of the Executive Council. He shall prepare the agenda for all meetings, convene the meetings of the Executive Council and the General Body and shall be responsible for recording and maintaining the proceedings, and other records. The Secretary shall, on behalf of the Executive Council, present a report on the activities of the Association at the Annual General Body Meeting.

7.5 The Treasurer shall be responsible for maintaining the accounts of the Association and receive deposits/subscriptions/Membership fees etc. and disburse the payment, authorised by the **President/Secretary of the Association** on behalf of the **President/Executive Council**. He shall submit, in the General Body Meeting, a statement of accounts of the Association each year. The Treasurer shall be, in addition, overall responsible for the financial affairs of the Association. He shall manage the funds as approved by the Executive Council and shall operate the funds of the Association jointly with the Secretary of the Association.

7.6 The Editor-in-Chief will work according to the broad principles, concerning all publications, decided upon by the Executive Council. He shall be responsible for the editing of the Journal and all other publications brought out on behalf of the Association. The Editor-in-Chief, in his responsibility will be assisted by a duly constituted Editorial Board and reputed referees in different disciplines. In the event of any disagreement between the Editor-in-Chief and the referee and/or the author(s) or scientific papers, the decision of the Editorial Board will be final.

7.7 The Councilors shall be responsible for assisting the President and other office bearers of the Association in evolving broad policy of guidelines for the Association. **They will also help the Editor-in-Chief in Editorial matters.**

*North : Jammu & Kashmir, Punjab, Haryana, Himachal Pradesh, Uttar Pradesh, Delhi and **Uttaranchal**.
East : Bihar, **Jharkhand**, Orissa, (Except CRRI and OUAT), West Bengal, Chhatisgarh, Assam, Meghalaya, Arunachal, Manipur, Tripura, Mizoram, **Nagaland & Sikkim**.
South : Andhra Pradesh, Karnataka, Tamilnadu, Kerala, Pondicherry, Andaman and Nicobar Islands.
West : Rajasthan, Madhya Pradesh, Maharashtra, Goa, Daman Diu & Gujarat.

7.8 The main duties of the Executives Council are:

- (i) To executive the policies of the Association as approved by the General Body.
- (ii) To manage the affairs of the Association, frame such regulation and appoint such committees as may appear to them conducive to its better administration and growth.
- (iii) To recommend the place and date of the General Body Meeting.
- (iv) To prepare year-wise budget during the term of office of the Executive Council and authorize necessary expenditures in writing.
- (v) To appoint auditor(s) to audit the account of the Association.
- (vi) To submit additions and alterations to the constitution and the rules of the Association for the approval of General Body.
- (vii) To file a list of the names, addresses and occupations of the Members of the Executive council with the Registrar of Joint Stock Companies within fourteen days of the Annual General Body meeting of the Association following the election of the Executive Council.
- (viii) To fix prices of publications other than the Journal of the Association.
- (ix) To authorise an imprest amount of **Rs.1000/-** to the Secretary of the Association to meet unforeseen contingent expenditures.

Clause 8 Meetings of the Association :

8.1 (a) Executive Council :

The Executive Council meetings shall be held periodically (at least once in six months) at the discretion of the President) or at the request of one-third of the Members of the Executive Council. The date and time of holding each meeting of the Council shall be notified by the Secretary to each Member of the Council at least two weeks in advance of the date on which such meetings are to be held. Non-receipt of such notice by any Member of the Council shall in no way invalidate the proceedings of meeting. Five Members of the Council shall form a quorum provided the meeting is presided over by either the President or one of the Vice-Presidents.

8.1 (b) Extra-ordinary Meeting:

An Extra-ordinary meeting of the Executive Council shall be called by the President on a requisition signed by three Members of the Council or at his own discretion

when he shall direct the Secretary to issue notices for the purpose. In this case also five Members shall form a quorum.

8.1 (c) Consensus:

The decisions in the Executive Council Meeting shall generally be arrived at by consensus failing which by a majority of votes by show of hands. In the event of equality of votes the President shall have the right of a second vote.

8.2 (a) Annual General Body meeting:

All Members of the Association shall constitute the General Body of the Association. Each year the Annual General Body Meeting shall be held in the month of December. However, in extra-ordinary circumstances, it can be postponed for a period not more than **two calendar months**. The date of the Annual General Body Meeting of the Association shall normally be announced by the Council about two months before the meeting and all notices of motions shall be received by the Secretary at least one month before the meeting. The President will address the meeting. The quorum will be 30 or 1/3rd of the Members which ever is less.

8.2 (b) Extra-ordinary Meeting :

An Extra-ordinary meeting of the Association will be called by the Secretary on the directive of the President or if one-third of the Members of the Association send a signed requisition to the Secretary for such a meeting. In this case also 30 or 1/3rd of the Members which ever is less will form a quorum. In the absence of the President or Vice-Presidents, Members may elect a Chairman from amongst themselves for conducting the meeting. No business other than the one for which the meeting was requisitioned agenda only shall be transacted at such a meeting nor shall any non-Member be permitted to the present.

Clause 9 Election of Officer Bearers:

9.1 Election for the office of the Association shall be held every **three** years, a day prior to the Annual General Body Meeting of the election year or latest by 31st December of the year except in extra-ordinary circumstances when the completion of the election can be deferred by a maximum of **two calendar months**.

9.2 Election to the posts of office bearers shall be completed at least one day earlier to the Annual General Body meeting of the Association in the election year. Interim vacancies caused by death/resignation and transfer from the Headquarters of the Association (**in case of Vice-President from Head quaters, Secretary, Editor-in-Chief and Treasurer**) shall be filled by the Executive Council till the next election is held. **The President and the Vice-Presidents should have at least 10 years of continuous Membership of the Association.** Provision shall be made for holding elections of the office bearers in a manner so as to enable all the Members to exercise their right of electing the office bearers.

9.3 For the purpose of election of the office bearers, the Executive Council will constitute a three man 'Election Committee' from among the Members stationed at the Association's Headquarters with their consent to conduct the election. One of them will act as the Returning Officer by the decision of the Executive Council. The Members of the Election Committee shall not contest for any of the office of the Association even if their names are **proposed**. In addition, the Returning Officer/Members of the Election Committee shall not propose a candidate for election or canvass in any manner for contesting candidates or appear to be partial to any candidate by any of their act or conduct. The Returning Officer shall be provided with necessary secretarial assistance and material and/or funds by the Association for a smooth and impartial conduct of the election.

9.4 A list of eligible voters shall be prepared and sent to all Members of the Association in time. The Election Committee shall invite proposals on prescribed form (Schedule A) for different posts of bearers. For contesting any of the posts of the office bearers, one should be nominated by at least two eligible Members along with the written consent of the candidate. The nominations should be sent to the Returning Officer for scrutiny of the Election Committee and conduct of election. A candidate can contest for only one post after final withdrawals.

9.5 A nomination will not be valid if it is not received on the prescribed form or received after the due date or the proposers and the contestant do not possess voting right.

9.6 After scrutinizing the nominations the Election Committee will declare the list of eligible contestants along with a date for withdrawals. After the withdrawals, the Election Committee will declare the final list of contestants and the unopposed elects. In the event of withdrawals of all candidates from the contest for a particular post, the Election Committee shall intimate the same to the Executive Council, and shall call fresh proposals again as per prescribed procedures, and the election held separately. For the positions for which no nominations are received, the post shall be filled up in the immediately following General Body Meeting on the proposal of the Executive Council of the Association and the approval of the Association by a majority of votes by show of hand.

9.7 The Election Committee will conduct the election by secret ballot and the Returning Officer will declare the results in the immediately following Annual General Body Meeting. The ballot paper will be authenticated by the Election Committee and in addition, postal ballots will be numbered.

9.8 The Members can cast their votes in person or by post. However, Members who are employees at CRRRI will be required to cast their votes in person, unless required to be away from Headquarters on duty on the date of polling, and will be provided with ballot papers at polling time. The ballot papers for others, including those outside India, will be sent/provided well in advance on their addresses registered with the Association or intimated to the Election Committee.

9.9 In no case a duplicate ballot paper will be issued. Members will fill up the ballot paper according to the prescribed guidelines (Schedule-B). The Returning Officer will hold the ballot papers received through post, after serially numbering them and putting his initials and date on the envelope to be opened on the date of counting. All postal ballots received before the start of counting will be considered and none of the ballots received thereafter will be considered in any case.

9.10 The date of polling will be intimated to all the eligible Members by the Election Committee.

9.11 The ballot papers which are not filled strictly as per

the guidelines (Schedule-B) will become invalid.

9.12 A contestant, i.e. he/she so desires, may be present at the time of counting the votes or may depute any one Member of the Association with voting right as his/her representative. Prior written intimation of deputing a representative should be sent to the Returning Officer. In case two contestants secure equal number of votes for a particular post, a decision may be arrived at by considering the following in sequence :

- (a) Seniority of the contesting Members in the Association, i.e., length of continuous Membership.
- (b) President's casting vote.
- (c) Tossing of a coin.

9.13 Recounting of votes is permissible before the day of declaration of the results provided the Member requesting in writing for it deposits one year's additional subscription.

9.14 In all matters pertaining to the election of office bearers, the decision of the Election Committee is final.

9.15 In addition to all Life Members, Patrons and such Annual Members who have paid their annual subscription by 31st July of the concerned year and have been Members of the Association for a minimum period of one year prior to the year of election will have the voting and nominating right and will be eligible for contest in the Election.

9.16 Unless elections are delayed, the newly elected Executive Council shall take charge from the 1st January of the new term. In no case the charge taking over shall be delayed beyond 15 days after the declaration of the results of the election.

Clause 10. Association's Journal and Editorial Board:

10.1 The Association shall publish in English a Journal named "Oryza" quarterly or periodically. An 'Editorial Board' for the said Journal shall be constituted as follows :

The Board shall consist of a maximum number of 15 Members with the Editor-in-Chief as its Chairman. Two-third of the Members shall be nominated by the Executive Council and the remaining one-third shall be nominated by the Editor-in-Chief. All the Members of

the Board shall be Members of the Association including Annual Members, Life Members, Patrons and Honorary Members. However, this restriction shall not apply to non-Member foreign specialists with the provision that their number does not exceed three. **The Editor-in-Chief may nominate two Members to be ratified by the Council, to act as Associate Editors to help expedite editorial work. However, these Associate Editors are non-elected posts and will hold office till the end of the executive council. They are permanent invitees to the Executive meetings.** Interim vacancies in the Editorial Board shall be filled through nomination by the Editor-in-Chief with the approval of the Executive Council. The Editor-in-Chief shall be responsible for the Journal. The tenure of the Editorial Board shall also be for three years.

10.2 The Annual subscription to the Association's publication from non-Members shall be **Rs. 150/-** in India and **US \$ 40.00** abroad inclusive of postage by surface mail (subject to change).

Clause 11. Fellows of the Association:

The Association shall have fellows from amongst the active annual/life Members in recognition of their professional outstanding contributions and service to the ARRW.

11.1 **A Member to be considered for the fellows should be an active Member of the Association for at least fifteen consecutive years. The Executive Council may appoint a special committee to propose names of eligible persons for consideration of award of Fellow. Necessary bio-data including a brief statement highlighting the most significant contribution may be obtained from person by the committee for further consideration.** Fellows will be permitted to affix after their names the letters "F.A.A.R.W". The executive Council shall not recommend more than 3 Fellows in a year to the General Body for the award. The decision of the General Body is final.

11.2 The Association may also confer the said "**Fellow**" to person(s) of outstanding merit and contributions towards the aims of the Association while celebrating special occasions and /or as and when necessary. **The persons to be nominated need to be retired**

personnel contributing significantly to rice research development / Association activities. The Executive Council, in such cases, shall nominate the names to be approved by the General Body.

Clause 12. Property of the Association:

12.1 The property, movable and immovable, belonging to the Association shall be deemed to be vested in the Executive Council, and in all proceedings, civil and criminal, shall be described as the property of the Executive Council of the Association by their property title.

12.2 The income and property of the Association, from wheresoever derived, shall solely be spent in promoting its objects and no portion thereof shall be distributed among its Members by way of dividend, bonus etc.

12.3 If at any time the Association is dissolved and if there shall remain upon such dissolution after the satisfaction of all its debts and liabilities, any property, whatsoever, the same shall not be paid or distributed among the Members of the Association but shall be given to some other identical Organisation to be determined by the votes of not less than three-fifth of the Members present personally at the time of dissolution.

Clause 13. Alteration, Extension or Abridgement of the purposes of the Association:

Whenever it shall appear to the Executive Council that it is advisable to alter, extend or abridge the aims and objects of the Association, for other purposes, or to amalgamate the Association, either wholly or partly with any other Society etc., the Executive Council may submit the proposal to the Members of the Association in a written or printed report and may convene a special meeting for consideration thereof, but no such proposal shall be carried into effect unless such a report shall have been delivered or sent by post to every Member of the Association twenty days prior to the special meeting convened by the Executive Council for consideration

thereof, nor unless, such proposals have been agreed to by the votes of three-fifth of the Members in person at the second special meeting convened by the Executive council at an interval of one month after the former meeting.

Clause 14. Amendments to the Constitution:

14.1 The Constitution may be amended at any Annual General Body Meeting or at an Extraordinary General Body Meeting of the Association called for the purpose, by a two-third majority of the Members present.

14.2 A proposal for the amendment of the Constitution may be made either by the Executive Council or by any Member. In the latter case, it must reach the Secretary in writing in time for circulation to all Members of the Association at least one month before the Annual or Extraordinary General Body Meeting.

14.3 The Executive Council may frame or alter rule(s) for the conduct of the functions of the Association, not inconsistent with the provisions of the Constitution, by a simple two-third majority of the Executive Council, except for matters relating to finance of the Association which will require the approval of the General Body of the Association.

Clause 15. Legal suits by and against the Association:

The Association may be sued or sue in the name of the Secretary of the Association or any other person(s) authorized by the Executive Council.

Clause 16 Interpretations of the provisions of the Constitution:

In the event of any dispute/disagreement with regard to the interpretations of the provisions of the Constitution of the Association, the interpretation of the President of the Association shall be final. With regard to any matter(s) not provided for in the Constitution of the Association, the decision of the General Body shall be final.

