

MEMORANDUM OF ASSOCIATION AND RULES OF THE GUJARAT SCIENCE ACADEMY



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1. Name:

The society shall be called the Gujarat Science Academy (GSA).
The Headquarters of the Gujarat Science Academy shall be at Ahmedabad.

2. Aims and Objectives:

The aims and objectives of the Gujarat Science Academy are:

- a) To contribute to development and planning of science and technology in the Gujarat State
- b) To review and improve science and technical education at all levels.
- c) To undertake and promote studies and research projects concerning application of science and technology to rural development, exploitation of natural resources, improvement of environment and problems of ecology.
- d) To promote understanding of science and its methodology to the layman and to cultivate public opinion on matters concerning interactions of science and society.
- e) To develop scientific culture in general.

3. Activities:

To fulfill the above aims and objectives the Gujarat Science Academy shall

- a) Cooperate with the Government of Gujarat in formulation and execution of science policy and development plans, in undertaking studies of special problems and in making available the expertise of the scientific community to the Government of Gujarat as and when needed.
- b) Cooperate with other national and international learned bodies in science
- c) Organize meetings, seminars, symposia and conferences.
- d) Undertake publication of reports, journals and books for promotion and popularization of science.
- e) Involve university and college teachers in projects and local problems solving.
- f) Secure and manage funds and endowments for promoting its aims and objectives, and
- g) Undertake any other activities, which help fulfilling the aims and objectives of the Gujarat Science Academy.

4. Membership:

The Academy shall consist of Fellows, Honorary Fellows, Donor Members, Institutional Members, Associate Fellows, Members and Student Members.

4.a Fellows:

Persons who have made outstanding contributions to teaching, research or development of science and technology may be elected Fellows of Gujarat Science Academy.

Persons who accept the nomination and pay the required dues before 1st March, 1978 shall be designated Founder Fellows.

In the first year of the Academy (i.e. 1978) not more than 50 founder Fellows will be elected

4.b Honorary Fellows:

Persons eminent and distinguished for their contributions to science and / or its applications to human welfare, and whose association can be beneficial to the GSA may be elected Honorary Fellows, whose total number shall not be more than 100 at any time.

4.c Donor Members:

Distinguished persons who in the opinion of the Council can be in a substantial and material way assist the working and objectives of the GSA may be admitted by the Council as Donor Members on payment of such dues as decided by the Council from time to time.

4.d Institutional Members:

Universities, Academic Institutions, and Industries in private or public sectors who can participate in and support usefully the work of GSA may be admitted by the Council as Institutional Members on payment of such dues as decided by the Council from time to time.

4.e Associate Fellows:

Persons who show a promise of future contributions to teaching, research, development or applications of science and technology may be admitted by the Council of GSA as Associate Fellows on payment of such dues as Council may decide from time to time. They shall be eligible for election as Fellows.

4.f Members:

Persons who subscribe to the objectives of the Academy may be admitted to the Academy as Members on payment of such dues as Council may decide from time to time.

4.g Student Members:

Bona fide students of a recognized Institution of higher education pursuing a course in science/technology leading to a degree may be admitted to the Academy as Student Members on payment of such dues as Council may decide from time to time.

5. Election and Admission of Members:

i). Fellows:

The election of Fellows shall be governed by regulations framed by the Council, but the regulations shall provide for the following points.

- A) Each candidate for election shall have to be recommended by a minimum of 2 Fellows in good standing.
- B) Nomination will be reviewed and appropriate decision taken by the Council or appropriate committee constituted by the Council

ii). Honorary Fellows:

The procedures of electing Honorary Fellows shall be the same as for the election of the Fellows, but the number shall be limited to not more than 10 in the first year of the GSA (1978) and not more than 5 in each subsequent year. The total number of Honorary Fellows shall not exceed 100 at any time.

iii). Associate Fellows:

The procedures of electing Associate Fellows shall be the same as for the election of the Fellows.

iv). Donor Members and Institutional Members:

The procedure for admitting Donor Members and Institutional Members shall be governed by Regulations framed by the Council which shall provide that each case for admission to these classes of Membership shall be recommended by a minimum of 2 Fellows in good standing and the election shall be made by the Council.

v). Members:

The procedures of electing Members shall be the same as for the election of the Fellows

vi). Student Members:

A bona fide student of an institution of higher learning shall be recommended by the head of his institute. The Council will take appropriate decision for admission to the class of Student Member.

An admission fee and an annual subscription fee as may be decided from time to time by the Council shall be due on election from each candidate. If this fee be not paid within three months after issue of the intimation of his election to such a candidate in the respective class of Membership, such election shall become null and void; provided that the Council shall have power to reinstate the candidate with full privileges due to that Class of Membership after the admission fee and the first annual subscription have been paid with a period not exceeding twelve months from the date of election.

No candidate, although duly elected according to the Rules and Regulations of the Academy, shall be entitled to exercise the rights and privileges of the respective Class of Membership to which elected nor shall his name be entered in the list of respective Class of Members until the candidate has paid the admission fee and the first annual subscription.

The payment of such admission fee and first annual subscription shall be the commencement of effective Membership and shall be equivalent to the expression of a direct acquiescence in all Rules and Regulations of the Academy then in existence, and of an undertaking to be bound by them by such others as may thereafter be passed.

6. **PRIVILEGES OF MEMBERS:**

6.a Fellows :

Fellows shall be entitled to the following rights and privileges:

- i) To be present and vote at all general meetings.
- ii) To propose and recommend candidates for Membership of the Academy
- iii) To introduce visitors as the academic sessions of the General Meetings of the Academy.
- iv) To have personal access to the Library of the Academy.
- v) To take out books, plates, drawings manuscripts, etc. from the Library, subject to such Regulations as may be prescribed by the Council from time to time.
- vi) To receive copies of the proceedings, transactions and other publications of the Academy issued during the continuance of their Fellowship at such concessional rate as the Council may decide from time to time.
- vii) To fill any office in the Academy on being duly elected thereto provided that any Fellow appointed to which a salary or emolument other than a conveyance allowance is attached shall lose, for the time being, the privilege of voting.
- viii) To offer or communicate papers and communications to be read before the meetings of the Academy or to be published in the journals of the Academy.
- ix) To use after their name the authorized title Fellow of the Gujarat Science Academy, the official abbreviation of which shall be F.G.S.A.

6.b Founder Fellows:

The Founder Fellows of the Academy shall enjoy all the rights and privileges of Fellows as described hereinbefore. They alone shall also have the additional privilege of being exempted from the payment of the annual subscription as long as they remain Founder Fellows.

6.c Associate Fellows and Members:

Associate Fellows shall be entitled to the privileges Rule 6.a hereinbefore except sub-clauses (i), (vii) and (ix)

6.d Other Members:

Honorary Fellows and individuals admitted as Donor Members shall be entitled to privileges contained in sub-clauses (i), (iii), (iv), (v), (vi) and (vii) of 6.a hereinbefore and to serve on any Committee to which they may be appointed by the Council. Only the Honorary Fellows shall have the additional privilege of (ix) hereinbefore.

Industries, Corporations, Research Institutions etc. who have been admitted as per 5 (iv) hereinbefore as Institutional Members – shall have the privileges of nominating one representative who shall on their behalf be entitled to the privileges contained in sub – clauses (i), (ii), (iv), (v), (vi) and (vii) of Rule 6.a hereinbefore and to serve on any Committee to which he may be appointed by the Council. The nominee, unless he is a Fellow, in his own right, shall not be eligible to contest for any of the elected offices or to stand for election to any Committee of the Academy.

7. SUBSCRIPTION OF MEMBERS:

The annual subscription of each class of Members shall be such as may be decided by the Council and approved by the General Body from time to time.

Such of the Fellows as have already paid their subscription for 20 years or those of the Donor Members, and Institutional Members who have paid the lump sum subscription as decided by the Council and approved by the General Body will be exempted for life from further payment of subscription.

Subscription shall be due on the first day of April each year.

The full subscription of the year in which a person is elected a Member shall be due

from him on election, unless such election has taken place after the 30 September

in which case only half the annual subscription shall be due to respect of that year.

No member, whose subscription is in arrears for six months or more, shall be entitled to the rights and privileges of the respective Class of Membership, until he shall have paid up all arrears due from him.

8. CESSATION OF MEMBERSHIP:

- (a) Any Member may withdraw from the Academy by signifying his wish to do so, by letter addressed to the Secretary or the President.
- (b) A letter of withdrawal may be cancelled by the Secretary at the request of the sender within six months of its receipt, on payment of all sums for which the Member would have been liable had his Membership not been interrupted, and he shall thereupon recover all rights of the Class of Membership to which he belonged without the formality of reelection. The Council shall have power to waive in special cases the limit of six months specified herein.
- (c) Any Member who shall cease to be a Member of the Academy, either by Voluntary withdrawal under Rule 8a hereinbefore or by forfeiture his Membership under Rules 8 (d, e) hereinafter shall continue to be liable to the

payment of the annual subscription until he shall have paid all sums (if any) due by him to the Academy; and shall have returned all books or other property (if any) borrowed by him from the Academy; or shall have made full compensation for the same; if lost, injured, or not forth-coming.

Members who have withdrawn from the Academy under Rule 8 (a) hereinbefore shall be eligible for re-election; and if re-elected, only half the usual admission fee shall be payable by them.

In case any Founder Fellow has withdrawn under Rule 8 (a) hereinbefore, on re-election he shall not be entitled to the privileges of a Founder Fellow and his re-election shall be governed by rules in 5 (i).

- (d) If any member is in arrears of his subscriptions for two successive years. the Council shall send a registered letter at his last known address informing him the amount of the sums payable by him within six months from the receipt of such letter, falling which his name shall be struck off the list of respective class of Members.

If any member fails to pay the amount within the prescribed time his name shall be suspended as a defaulter at any General meeting and shall remain so suspended at the Academy's office till the next General Meeting when the Chairman shall declare such Member to be removed from the Academy for non-payment. This act shall be notified in the Annual Report of the Academy.

A person who has ceased to be a Member under the operation of Rule 8(a) hereinbefore may again be made a Member by a resolution of a General Meeting. within a period of 12 months on payment of all arrears and such further subscriptions as would have been chargeable under these Rules if his Membership had continued, but he shall not be eligible for re-election under Rules in Section.

- (e) In any Member of the Academy shall willfully disobey Rules or Orders of the Academy or Council, or shall commit willful breach of order at any of the General Meetings, or having unwillingly committed, shall persist in any disobedience or breach of order after being admonished by the President, or if for any other reasons, it shall appear to the Council that the name of the Member should not remain on the rolls, he shall be liable to be removed from the Academy.

Whenever there shall appear, cause as aforesaid, for the removal of a Member from the Academy, if a majority of the Council shall, after due deliberation, and after giving due hearing to the Member concerned, determine by ballot, to propose to the Academy the removal of the said Member, the President shall, at any General Meeting of the Academy announce from the Chair such determination of the Council, and at the meeting after that at the said announcement has been made, the proposition shall be submitted to ballot. The member shall be given an opportunity to be heard. If three – fourths of the Members eligible to vote under Rule & hereinbefore and who are present, vote at such General Meeting for the removal of such Member, he shall be removed from the Academy. Such a member shall not be eligible for re-election.

9. **ADMINISTRATION AND OFFICE-BEARERS:**

(a) The Council and Office-Bearers :

The management of the affairs of the GSA shall be done by the Executive Council of Management (to be abbreviated as "Council") composed of

- i) The five office-bearers of the GSA viz: the President, the Vice-President, the Secretary, the Additional Secretary, and the Treasurer.
- ii) Five elected ordinary members.
- iii) Two immediate Past- Presidents.

(b) Election of the Council and the Office-bearers:

The election of office-bearers and other ordinary members of the Council shall take place every two years at the Annual General Meeting of the Academy.

The Council shall prepare, in accordance with the following procedure, a list of names of those persons whom they recommend to election as President, Vice-President, Secretaries, Treasurer and 5 other ordinary members of the council for the ensuing two years.

- i) The Council shall issue a circular in the month of May of the year in which election will be held to all members in good standing (and eligible to vote) inviting suggestions regarding the election of office bearers and other members of the Council to reach the office by a date to be specified by the Council. The suggestions shall be accompanied by the consent of the candidates suggested.
- ii) The suggestions received shall be circulated to the members of the Council by a date prescribed by the Council for expression of their views, and considered at the meeting of the Council to be held not later than the month of August of the year in which the election is to be held when final nominations shall be made, out of the names suggested.
- iii) The list of nomination as finalized by the Council, together with any additional valid suggestions received as per sub-clause (i) above shall be printed separately and a copy sent as a voting paper to each Member of the GSA eligible to vote at least one month before the date of the Annual General Meeting of the GSA in October, during which the election is to be held. These voting papers shall be returned to the Secretaries at least two weeks before the date fixed for the Annual General Meeting.
- iv) The manner of election shall be as follows
 - A) Two scrutineers shall be appointed by the Chairman of the meeting with the approval of the majority of the Fellows present.

- B) The scrutineers shall count the voting papers and shall report to the Chairman the names of those having majority of votes for election as the office bearers and other Members of the Council of the Academy, and these names shall be announced from the Chair as duly elected.
- C) If any voting paper contains more than the proper number of names, OR Includes the name of a candidate who is not eligible, OR is disfigured or obliterated in any way OR bears the name or the signature of the Member supposedly casting the vote, it shall be void for uncertainty, and shall not be regarded by the scrutineers.
- D) If there be an equal number of votes for any two or more candidates, the scrutineers shall announce the fact, and the Chairman shall proceed to decide by lot which candidate shall have the preference.
- E) The newly elected Council shall assume office after the Annual General Meeting.
- F) The Council shall elect an Editor of Publications from amongst its members.

(c) Eligibility for Re-election:

No person shall hold the office of the President for more than three terms of two years each, nor after vacating office shall a person, who has held the office of President, be eligible for re-election.

No Vice-President shall be eligible to hold office as such for more than two of two years each and no person on retirement from the office of Vice President shall be eligible for re-election to the same office.

The Secretaries, the Treasurer and the Editor of Publications, shall be eligible to hold office only for a period of two terms of two years each and shall not be eligible for re-election to the same office until after the expiry of another term of two years.

The Ordinary Members of the Council shall be eligible for re-election for three terms of two years each and shall not be eligible for re-election until after the expiry of another term of 2 years.

(d) Casual Vacancies:

In the event of vacancy occurring during the term of the office of President, Vice President Secretary, Joint Secretary or Member of the Council, the remaining Members of the Council shall fill up such vacancies, subject to its confirmation by next subsequent General Meeting. The Council may also, for specified reasons and subject to the same confirmation, elect additional members as occasion may require within the sanctioned maximum number.

The Council shall continue in office, even after their period of office has expired until their successors have been duly elected and taken office.

(e) Procedures. Powers and Duties of the Council and Office Bearers: The powers and duties of the Council shall be as follows :

- i) To manage the affairs of the Academy, and for such purpose to make such Regulations as may appear to them conducive to the good administration of the GSA and the attainment of the aims and objects of its foundation, provided always that such Regulations be not inconsistent with anything contained in these Rules, that they be reported for the information of the next General Meeting and that they be subject to cancellation or alteration by the Council, or by any General Meeting.
- ii) To consider all communications to the GSA and in the case of those to be submitted to a General Meeting, to determine the order and manner of such submission.
- iii) To superintend and direct the various projects and programmes undertaken by the GSA as well as the publication of the periodicals, reports or other works published by the GSA.
- iv) To appoint as many salaried officers, clerks, or servants, as they may deem necessary, to define their duties, allowances, salaries, gratuities and privileges, and to suspend or dismiss them or dispense with their services, as occasion may require.
- v) To exchange for other property, or otherwise dispose of or acquire such moveable / immovable property in such a manner as may, in their opinion be conducive to advance the objects interests of the GSA, and to purchase duplicate books, maps, specimens, etc. belonging to the GSA
- vi) To prepare and submit to the Annual General Meeting a report on the general concerns of the GSA. A copy of this report along with the audited statement of accounts for the year ending 31st March and estimated income and expenditure for the succeeding year shall be placed on the table for information of the Fellows present and shall form part of the year book to be made available to the Fellows in succeeding January.
- vii) It shall be the responsibility of the council to present an Annual Report to the Government on its contribution.
- viii) In conformity with provisions of the Societies Registration Act, No. XXI Of 1860 Section 9 & 10, after the Academy has been registered, the Council shall be empowered, subject to the sanction of a General Meeting, to take legal proceedings under the Act for the recovery of any sums due by Members or other debtors who, after receiving due notice of their liabilities, shall refuse or fail to discharge them.

(f) The Powers and Duties of the President shall be as follows :

- i) To preside at all meetings of the GSA and of the Council, and to regulate the proceedings at such meetings.

- ii) To ensure due effect being given to these Rules and to the Regulations made by the Council under Rule 9(e) Clause (i) hereinbefore.
 - iii) To be ex-officio member of all Committees appointed by the Council.
 - iv) In case of doubt as to the Interpretation of any of these Rules, to decide on the interpretation. In such cases the Presidents Interpretation shall hold until the next meeting of the Council, when the interpretation of the Rule should be discussed and finally determined.
- (g) The Powers and Duties of the Vice-President shall be as follows :
- The duties of the Vice-President shall be to preside over meetings of the Council and meetings of the Academy and exercise the powers of the President in the absence of the President from any such meeting.
- (h) The duties of the Secretaries, subject to such delegation of duties as may be made by the Council, shall be as follows :
- i) To conduct the correspondence of the GSA and of the Council, and to sign all letters and papers emanating from the GSA, except and in so far as other provisions are made in these rules.
 - ii) To attend the Meeting of the Academy and of the Council, to take minutes of the proceedings of such meetings during its progress and at the commencement of every such meeting, to read the minutes of the previous meeting.
 - iii) To announce at the General Meeting the presents made to the GSA since their last meeting, to read the names of the candidates for Fellowship, to announce the original papers communicated and the letters addressed to the GSA.
 - iv) To prepare for submission to the Annual General Meeting a list of Fellows, corrected up to date.
 - v) To prepare the Annual Reports of the Academy for submission to the Council and the Annual General Meeting.
 - vi) To enter or cause to be entered in the Minute-books, all the proceedings of the GSA and of the Council before the following meeting, and to see that all letters and papers and documents of every kind connected with the business of the Academy are properly filed and preserved.
 - vii) To exercise general supervision over the employees and affairs of the GSA, and to assist in carrying out the Rules, and the Regulations and Orders made by the Council under Rule 9(e) hereinbefore.
 - viii) To be ex-officio Member of all the Committees appointed by the Council and any other committees.

as well as to endorse and operate jointly with the Treasurer all negotiable instruments, government securities etc.

(I) The Duties of Treasurer:

The Duties of the Treasurer shall be as follows :

- i) To receive, collect and disburse any money due to or payable by the GSA on behalf of the Council and to grant receipts and obtain vouchers respectively.
- ii) To arrange to maintain proper accounts of all receipts and payments.
- iii) To arrange for collection of all subscription fees and other dues.
- iv) To operate jointly with at least one of the two Secretaries, the Bank Account(s) of the Academy as well as to endorse and operate jointly with at least one of the two Secretaries all negotiable instruments, government securities, etc.
- v) To prepare or cause to be prepared, the Annual Statement of Income and Expenditure of Assets and Liabilities, and of the Budget as well as any other similar statements required for presentation to the Council, and the Annual General Meeting as well as to such other authorities as may be required under the laws of the State, after having the same duly audited by the auditors appointed by the Council and the General Body.
- vi) To prepare at the expiration of every half year a list of Fellows who may be in arrears of their subscriptions for the orders of the Council.

0) The Duties of the Editor of Publications:

The duties of the Editor of Publications shall be determined by the Council by its Regulations.

Should the GSA find it desirable to entertain the services of a paid Executive Secretary, such portion of the duties of the Secretaries / Treasurer outlined in Rules 9(h) and 9(i) herebefore may be delegated to him as the Council may decide.

In the absence of the President for whatever cause, his duties shall be carried out by the Vice-President, and the Members of the Council. In order to respective seniorities. In the case of sudden vacation of office in the interval between two Meetings of the Council by the Treasurer, or any one of the Secretaries, the President shall designate one of the Members of the Council to take his place who shall exercise his functions, until the next meeting of the Council. In the case of the absence of both the Secretaries from a Meeting of the Council or of the GSA, the President shall designate another Member of the Council as Secretary and he shall exercise the functions during the meeting or until the next meeting of the Council.

In case of prolonged absence from duty-station of either of the Secretaries or the Treasurer, the President shall designate one of the Members of the

ix) To operate jointly with the Treasurer the Bank Account(s) of the GSA Council to continue his functions until his return to duty-station, subject to the confirmation of the Council at the first opportunity. Such Member of the Council shall be entitled to sign papers for Secretary or Treasurer respectively.

10. MEETING OF THE GSA:

The General Meetings of the GSA shall be of three kinds:

- a) Ordinary
- b) Annual
- c) Extra Ordinary

10.a The General Meeting shall be held at such times and in such places as the Council may decide.

The following Rules shall be applicable to all General Meetings of the GSA:

- i) Notice of the Meeting stating the hour and the date at which it is to be held and the place of meeting, and of the business to be transacted thereat, shall be given to Fellows not less than two weeks before the date of the meeting.
- ii) 10% of the total Fellows shall constitute quorum. If at the end of 30 minutes of the time specified for any General Body Meeting no quorum is formed the President shall adjourn the meeting and order reconvening of the meeting after 45 minutes of the time originally fixed, at the same place and date. The business of such a reconvened meeting shall only be as originally announced in the Notice of the Meeting and shall be transacted at such adjourned meeting whether by that time the quorum is present or not; provided always that in case of Extra Ordinary General Meeting, if no quorum is present within 30 minutes from the time fixed for the meeting, it shall stand dissolved without doing any business.
- iii) The President or in his absence, the Vice President shall take the Chair, and in absence of both the President and Vice-President, the Senior Member of the Council present shall take the Chair. If neither the President, nor the Vice-President, nor a Member of the Council be present, on the expiration of fifteen minutes after the hour fixed for the meeting the Fellows present shall proceed, to elect a chairman of the meeting.
- iv) The business at each meeting shall be conducted according to the normally accepted rules and to the rules framed by the Council for such purpose.
- v) All motions and amendments, except those emanating from the Council, shall require to be seconded; otherwise they cannot be put. Amendments must be in writing unless excused by the Chairman. Not more than a single amendment to the original motion shall be laid before the meeting at one time. When any such amendment has been negative or has been allowed, amendments involving fresh points may be proposed.
- vi) The usual method of voting shall be show of hands; provided always that the votes on any particular subject may be taken by ballot on a motion to that effect duly carried. And in the cases especially provided for by Rule 11.a hereinafter the votes shall be by ballot.

division be called for. It shall be competent to any Fellow to call for a division.

- viii) The Chairman shall not vote with the rest of the Meeting but when the votes for an against are equal, he shall have a casting vote.
- ix) Any Fellow shall have the right of recording his protest, together with the reasons for the same, against the decision of the majority upon any question, provided that such protest be forwarded in writing to one of the Secretaries within two weeks from the date of the Meeting at which the decision protested against was arrived at.

10 b. The Annual Meeting of the Academy shall be held under the following additional rules and for the transaction of the following business:

- i) The Annual General Meeting shall be held at such places normally in the State of Gujarat and on such date(s) not later than the 31st October each year as the Council may prescribe.
- ii) The business to be transacted at the meeting shall be to :
 - a) consider and adopt the annual report and the statement of accounts prepared by the Council.
 - b) receive the Presidential remarks reviewing the work of the Academy.
 - c) transact other business of which notice has been given.
 - d) elect the office-bearers and other members of the Council
 - e) elect Fellows unless the Council decides that this can be more conveniently done at a meeting of the Council or at an ordinary General Meeting.

10.c The following additional Rules shall be applicable to Extra-Ordinary General Meetings:

- i) Such meetings may be convened by a majority of the Council

OR

Shall be convened by the President when called upon to do so by a requisition signed by not less than fifty Fellows; and stating the special business for which it is desirable that an Extra Ordinary General Meeting should be convened.

- ii) Notice of the day hour and place of the Meeting, and the special business to be transacted thereat, shall be given to Fellows not less than one month before the date of the Meeting, provided that, if the business be very urgent, it shall be competent to the Council to substitute any earlier notice than of one month.
- iii) No other business than that included in the notice shall be transacted at such meetings, nor shall any stranger be permitted to be present thereat.

vii) The Chairman's decision on the show of hands shall be final, unless a
11. **VOTES OF FELLOWS:**

11.a The votes of Fellows shall be taken by voting paper (transmitted to them by the Secretary) in any of the following cases:

- i) When the Council at their discretion consider it in the interest of the Academy that an appeal should be made against the decision of General meeting of the whole body of Fellows.
- ii) When fifty or more Fellows sign a requisition, calling upon the President to make such an appeal.
- iii) When the election of new Fellows, Honorary Fellows and Associate Members is to be held.
- iv) When any proposal is made in respect of changes of organization, amendment or alteration of the Rules.
- v) When any question arises which, in the opinion of the Council should be referred to the whole body of Fellows.

11 b. Procedure:

Before circulating any question coming under Rule 11.a hereinbefore for the votes of the general body of Fellows of the Academy except that the election of new Fellows, Honorary Fellows and Associate Members, the Council shall cause to be sent to every Member eligible to vote, at least two weeks before the General Meeting at which such question is to be proposed, a printed circular in which shall be set forth the nature of the proposal and the reason for it, in order that it may be duly discussed at such a General Meeting. This General Meeting shall obtain a consensus of the Members present and voting.

Immediately after this General Meeting, the Council shall cause to send to every Member eligible to vote along with the voting papers, the results of the consensus so developed together with statement of any objection that may be raised at the meeting against the proposal or that may have been communicated by the member earlier, together with the original proposals. The Council shall stipulate a final date for the receipt of the voting papers by the Secretary.

Any question referred to the votes of the whole body of Fellows shall be brought up at the General Meeting next after the close of at least one month from the issue of the voting papers. The Chairman shall appoint two scrutineers, who shall proceed to examine the votes and report the result.

No member appointed to any office in the Academy to which a salary or any emolument, other than a conveyance allowance is attached, shall have the privilege of voting, till such time as he continues to hold such an office.

Non receipt of any notice or ballot or voting papers by any Fellow / Member entitled to vote shall not invalidate a meeting or a decision or the Election as the case may be so long as such notice or the ballot / voting paper is served by the Academy upon any Fellow / Member either personally or by post addressed to his latest address recorded in the Academy records. It shall be obligatory on each Member to ensure that the records of the Academy are up to date in respect of himself.

12. **FUNDS AND ACCOUNTS:**

- i) The accounts and vouchers of the receipts and payments of the GSA shall be subject to the Annual audit by a Chartered Accountant. The annual statement of account shall, after professional audit be printed in the Report of the GSA.
- ii) All sums received from Fellows as compounding fees shall be regularly invested by the Treasurer as soon as possible after the receipt thereof and only the interest accruing there from shall be considered available for the general expenditure of the GSA.
- iii) All securities and valuable documents of the GSA shall be lodged for safe custody in any Nationalized Bank decided upon by the Council.
- iv) The academy shall have a Banking Account /Accounts in any of the Nationalized Bank and the Accounts as well as the safe custody lockets shall be operated jointly by the Treasurer and any one out of two Secretaries. The Treasurer and / or each Secretary may retain a sum not exceeding Rs. 500/- for petty expenses.

13. **TRUSTEES OF THE ACADEMY:**

The Members of the Council shall act as Trustees for the moveable and immoveable properties of the GSA till such time as provision for separate Trustees is made by a Trust Deed duly framed by the Council.

Such a Trust Deed shall provide amongst other things for the following :

- i) That there shall be at any time not less than 5 and not more than 7 Trustees.
- ii) That the term of a Trustee shall be five years and the retiring Trustees shall be eligible for re-election.
- iii) That the Trustees shall be appointed by a Resolution of the Council
- iv) That the Trustees shall be from amongst the Fellows of the GSA.
- v) That the Trustees shall be the custodians of all the moveable and immoveable properties of the GSA but shall not acquire or dispose off any property without the prior resolution of the Council.
- vi) That the Secretaries of the GSA shall be ex-officio Secretaries of the Board of Trustees and shall liaise with the Council.
- vii) That any Trustee may be removed for sufficient reasons, from the office of the Trustee, if a majority of the Council shall, after due deliberation and after giving due hearing to the Trustee concerned determine by ballot, to propose to the GSA the removal of the said Trustee. The President shall, at any General Meeting of the GSA announce from the Chair such determination of the Council; and at the meeting after that at which the said announcement has been made, the proposition shall be submitted to ballot. The Trustee shall be given an opportunity to be heard.

14. INDEMNITY :-

Every office bearer for the time being of the GSA or a Member shall be indemnified out of the funds of the GSA against all losses or damages to the property of the GSA and expenses incurred in the discharge of his duties, except such as shall happen through his own willful negligence or default and each one shall be chargeable only for such money as he shall himself actually receive in the discharge of the business of the GSA and each one shall be answerable only for his own acts, negligence or defaults and not for those of any other person nor for the inefficiency of any other person.

15. ALTERATION OF RULES:

When the introduction of any new Rules, or the alteration or repeal of any existing Rule, is recommended by the Council, or proposed by fifty or more Fellows, the Council shall cause to be sent to every Fellow of the GSA entitled to vote, a statement of the proposed changes and the reasons for them with a view that the votes of the General Body of Fellows being taken as directed in Rules covered under Section provided always that no changes in the Rules shall be valid unless a majority of the Fellows present who have voted shall be in favour of the proposed changes.

16. THE COMMON SEAL:

The Council shall provide a common seal of the GSA and make rules for safe custody and use thereof. The seal shall never be used except by the authority of the Council previously given. Every Instrument to which the seal is affixed shall be signed by the President (and in his absence by the Vice President) and every such instrument shall also be signed by the Secretaries or some other persons authorized by the Council.

11. DISSOLUTION:

The GSA may be dissolved if so decided, in accordance with the provisions of the Societies Registration Act 1960

In the absence of any specific provisions in these Rules, the Societies Registration Act 1960 and the Bombay Public Trust Act 1950 as well as the Rules made there under shall apply.

(As Amended In 2003 and 2004)