



సంఘముల రిజిస్ట్రారు వారి కార్యాలయము
హైదరాబాదు

OFFICE OF THE REGISTRAR OF SOCIETIES
HYDERABAD

CERTIFICATE OF REGISTRATION

రిజిస్ట్రేషను ధృవపత్రము

[199 లో _____ వ నెంబరు]

[No ³²⁵ — OF 199....9....]

ఆంధ్రప్రదేశ్ [తెలంగాణ ప్రాంతపు] వల్లికు సంఘముల రిజిస్ట్రేషను చట్టము 1350 వనరీ 1వ చట్టము,
క్రింద _____
నేడు రిజిస్టరు అయినదని యందుమూలముగా ధృవపరచడమైనది.

I hereby certify that _____ INDIAN NATIONAL CENTRE FOR OCEAN INFORMATION
SERVICES, BALANAGAR, HYDERABAD

is this day registered under the Andhra Pradesh (Telangana Area) Public Societies
Registration Act, 1350 Fasli (Act 1 of 1350 F.)

నా సంతకము, మొహరుతో _____ వ సంవత్సరం _____

మానము _____ తేదిన మంజూరు చేయడమైనది.

Given under my hand and seal at Hyderabad this the _____ 3rd
day of _____ February, _____ one thousand nine hundred _____ ninety nine.



OFFICIAL SEAL

సంఘముల రిజిస్ట్రారు
REGISTRAR OF SOCIETIES

DOCUMENT NO. I

Society of

**Indian National Centre for
Ocean Information Services**

Memorandum of Association

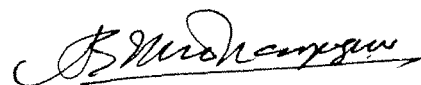
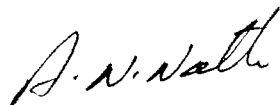
**Indian National Centre for
Ocean Information Services
Department of Ocean Development
Government of India
Hyderabad, Andhra Pradesh**

БМД сержант

- vii. To provide support to research centres for conducting investigations in specified areas related to Oceanic parameters, Ocean Atmospheric interaction studies, coastal zone information, synthesis, analysis, data collection and undertake developmental work.
- viii. To provide training lectures, seminars and symposia for advanced study and research related to Oceanographic parameters, related sciences and technology and in allied fields related to Ocean Information Services.
- ix. To publish and disseminate information, results of research, data products, maps and digital information through all technologically possible methods like print, voice or electronic media to users for promoting research and to meet societal needs in improving environmental conditions and living standards, provided that dissemination of data is as per guidelines of the Government of India.
- x. To provide consultancy services in the fields of Ocean Information and Services.
- xi. To co-ordinate with all space agencies to ensure continuity, consistency and state of the art quality of ocean data derived from satellite observations.
- xii. Generate data, data products, value added data products and market for coastal and ocean applications.
- xiii. To encourage and support Government and non-Governmental Agencies or organisations for furthering ocean and related programmes in the generation of ocean information.
- xiv. To undertake all such other lawful activities as may be necessary, incidental or conducive to the attainment and furtherance of all or any of the above objects of the Society.


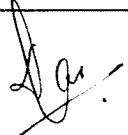
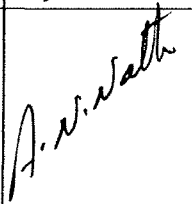
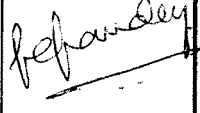



CERTIFICATE

- 1. "Certified that the society is formed with no profit motive and no commercial activity is involved in its working"/
- 2. "Certified that office bearers are not paid from the funds of the association".
- 3. "Certified that the association would not engage in agitational activities to ventilate grievances".
- 4. "Certified that the all office bearers signatures are genuine".




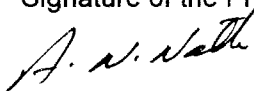
DECLARATION

We, the undersigned in the memo have formed into an association and responsible to run the affairs of the association and desirous of getting the Society registered under Public Societies Registration ACT 1350 FASLI.

Name of the office bearers, S/o, in block letters, age	Designation of their local standing in the Society	Residential Address	Occupation	Signature
DR.ABRAHAM EBENEZER MUTHUNAYAGAM - 60 Yrs. S/o Shri Muthiah Abraham	President	5/3, MS Flats, Shajahan Road, New Delhi.	Secretary, Deptt. of Ocean Development, New Delhi.	
DR. DASIKA PRASADA RAO - 59 Yrs. S/o Shri Dasika Subba Rao	Vice President	Plot No. 166, Kalyannagar, Hyderabad.	Director, National Remote Sensing Agency, Hyderabad.	
DR. ATLURI NARENDRA NATH - 53 yrs. S/o Shri Atluri Venkateswara Rao	General Secretary	Plot No. 51, H. No. 2-16-121, Street No. 3, Prasanti Nagar, Uppal, Hyderabad-39.	Director, Deptt. of Ocean Development, New Delhi.	
SHRI ARVIND KUMAR CHUGH - 47 Yrs. S/o Shri Bhagat Ram Chugh Dr. PREM CHAND PANDEY 53 yrs S/o Sh. Subhas chand Pandey	Member	D1/216, Satya Marg, Chanakyaपुरी, New Delhi. Director Bungalow Antarctic Study Centre Head Land Satta Vasco do Gama - 40A 403804	Jt. Secretary, Deptt. of Ocean Development, New Delhi.	
DR. EHRlich DESA - 52 Yrs. S/o Dr. Bailon Jose Edgar Desa	Member	Director's Bungalow, Dona Paula, Goa.	Director, National Institute of Oceanography, Goa.	
PROF. MUTHUKAMATCHI RAVINDRAN - 54 yrs. S/o Shri Seenai Nadar Muthukamatchi	Member	Professor's Quarters IIT Campus, Madras.	Director National Institute of Ocean Technology, Deptt. of Ocean Development, Madras.	
SHRI BILLUR NARAYANA RAO KRISHNAMURTHY - 57 Yrs. S/o Shri Billur Narayana Rao	Member	D-II-107, West Kidwai Nagar, New Delhi-23.	Advisor, Deptt. of Ocean Development, New Delhi.	

1. ^{S/o Late. Sr. V. K. GUPTA} HARSH KUMAR GUPTA, 56, DIRECTORS BUNGALOW, NGRI, HYD-500007, DIRECTOR, N.G.R.I. HYDERABAD 500007

2. Name of the bearers in block letters
INDRA MOHAN, SCIENTIST, NGRI HYDERABAD-500007
S/o Shri D.C. GOVIL, Resident of 1-4-53/1, HABSIGUDA, HYDERABAD-500007


Signature of the President/Secretary


Society of

**Indian National Centre for
Ocean Information Services**

Bye-laws

**Indian National Centre for
Ocean Information Services
Department of Ocean Development
Government of India
Hyderabad, Andhra Pradesh**

Bye-laws of the Society of Indian National Centre for Ocean Information Services

Department of Ocean Development Government of India

SHORT TITLE

Name of the Society shall be "Indian National Centre for Ocean Information Services" (INCOIS).

The registered office of "Indian National Centre for Ocean Information Services" (INCOIS) shall be located at National Remote Sensing Agency, Balanagar, Hyderabad or any other place at Hyderabad as the Governing Council may decide.

1. These Bye-laws shall be called the Bye-laws of the Indian National Centre for Ocean Information Services.

INTERPRETATION

2. In these Bye-laws, the following words and abbreviations shall have the meanings given to them, unless there is anything contrary in the subject or context.

- i. "The Society" shall mean the Society of Indian National Centre for Ocean Information Services registered under Andhra Pradesh (Telangana Areas)Public Registration Act - 1350 FASLI (Act of 1350F).
- ii. "The Governing Council" shall mean the Governing Council of the Indian National Centre for Ocean Information Services.
- iii. "The Centre" shall mean the Indian National Centre for Ocean Information Services.
- iv. "DOD" shall mean the "Department of Ocean Development, Government of India".
- v. "The President" shall mean the "President" referred to in these Bye-laws.
- vi. "The Vice-President" shall mean the "Vice- President" referred to in these Bye-laws.
- vii. "The General Secretary" of the Society shall mean the "General Secretary" referred to in these Bye-laws.
- viii. "The Chairman" shall mean the "Chairman of the Governing Council of the Indian National Centre for Ocean Information Services".
- ix. "Member Secretary" of the Governing Council shall mean the "Member Secretary" referred to in these Bye-laws.

- x. "The Director" shall mean the "Director of the Indian National Centre for Ocean Information Services".
- xi. Words importing the singular number shall include the plural number and vice-versa. Words importing the masculine gender shall include the feminine gender.
- xii. Year shall mean financial year of Government of India unless otherwise specified by the Governing Council.

MEMBERS OF THE SOCIETY

- 3. The Society shall consist of the following members.
 - i. The Secretary, Department of Ocean Development, Government of India.
 - ii. Joint Secretary Department of Ocean Development, Government of India, New Delhi
 - iii. Director, National Remote Sensing Agency, Hyderabad.
 - iv. Adviser, Department of Ocean Development, New Delhi.
 - v. Director, National Institute of Oceanography, Goa
 - vi. Director, National Institute of Ocean Technology, Chennai.
 - vii. Advisor, Antarctic Study Centre, Goa
 - viii. Director, Indian National Centre for Ocean Information Services, Hyderabad.
 - ix. Such other persons as shall be nominated by the President of the Society and approved by Department of Ocean Development.
- 4. DOD shall appoint or nominate the members to the society against Bye-law 3-viii for such a period as specified and DOD shall have the right to rescind the membership as it deems necessary in the interest of the society.
- 5. Should a person as a Member of the Society, under Bye-law 3, be prevented from attending a meeting of the Society, a substitute to take his place at that meeting of the Society shall be appointed, nominated by the President of the Society with the concurrence of DOD and such substitute shall be entitled to take part in the proceedings of the meeting including the right to vote there at.
- 6. The Society shall keep a roll of members, giving their addresses and occupations and every member shall sign the same.
- 7. If a member of the Society under Bye-law 3-viii changes his address and/or occupation, he shall notify his new address and/or occupation to the General Secretary of the Society forthwith.

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DURATION OF MEMBERSHIP

8. Each member of the Society nominated under Bye-law 3-viii shall continue as a member for such a period as specified under Bye-law 4. The tenure of the members under Bye-law 3-I to 3-viii shall be on ex-officio basis.
9. When a person becomes or is appointed or nominated as a member of the Society by virtue of an office held by him, his membership of the Society shall terminate when he ceases to hold that office, and the vacancy so caused shall be filled by his successor to that office.
10. Unless the membership of the Society is terminated as provided under Bye-law 11 and subject to the provisions of Bye-laws 8 and 9, each member under Bye-law 3-viii of the Society shall relinquish the membership on the expiry of the term as provided under Bye-law 8.
11. A member of the society shall cease to be a member on the happening of any of the following events; the member resigns, becomes of unsound mind, becomes insolvent or is convicted of a criminal offence involving moral turpitude, or his employer refuses to grant him permission to serve on the Society.
12. Whenever a member desires to resign from the membership of the Society, he shall forward a letter containing his resignation addressed to General Secretary and his resignation shall only take effect on its acceptance by the President.
13. The Society shall function notwithstanding any vacancy in its body and no act or proceeding of the Society shall be invalid merely by reasons of such vacancy or of any defect in the appointment of any of its members.

AUTHORITIES AND OFFICERS OF THE SOCIETY

14. The following shall be the authorities and Officers of the Society.
 - i. The Governing Council
 - ii. The Member Secretary of the Governing Council and
 - iii. Such other authorities and officers as shall be constituted/appointed as such by the Society.

REVIEW BY GOVERNMENT OF INDIA

15. The Government of India may review the functioning of the society as follows:
 - i. Government of India shall have the power to issue such directives as it may consider necessary from time to time to the Society for the purpose of carrying out or continuing the objects set out in the Memorandum of Association and described more fully in Bye-laws.
 - ii. The Government of India may appoint one or more persons to review or inspect the working and progress of the Society and to hold enquiries into the affairs thereof and to report thereon in such manner as the Government of India may decide. Government of India, upon receipt of

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such report, may take such action and issue such directions as it may consider necessary in respect of any of the matter dealt with in the report and the Society shall comply with such directions.

- iii. If the Government of India is satisfied that the Society is not functioning properly, it shall have the power to take over the administration and assets of the Society.

THE GOVERNING COUNCIL

16. The affairs of the Society shall be managed, administered, directed and controlled, subject to Bye-laws, of the Society, by the Governing Council. The Governing Council of the Society for the purposes of Andhra Pradesh (Telangana areas) Public Registration Act 1350 FASLI (ACT OF 1350F) shall consist of the following:
- i. Secretary to the Government of India, Department of Ocean Development, New Delhi - Chairman
 - ii. Director, National Remote Sensing Agency, Hyderabad - Vice - Chairman
 - iii. Joint Secretary, Department of Ocean Development - Member, New Delhi
 - iv. Joint Secretary & Financial Advisor, Department of Ocean Development - Member, New Delhi
 - v. Director, Space Applications Centre Ahmedabad - Member
 - vi. Director, National Institute of Oceanography, Goa. - Member
 - vii. Director, National Institute of Ocean Technology, Chennai - Member
 - viii. Development Adviser (Ports), Ministry of Surface Transport, New Delhi - Member
 - ix. Advisor, Department of Ocean Development, New Delhi. - Member
 - x. Director and Head, Antarctic Study Centre, DOD, Goa - Member
 - xi. Director, Earth Observation Systems, Indian Space Research Organisation, Department of Space, Bangalore. - Member
 - xii. Head, CSIR-Centre for Mathematical Modelling and Computer Simulation, Bangalore. - Member
 - xiii-xiv Two Eminent Scientists in the field of Ocean sciences and services to be nominated by DOD - Members
 - xv. Director, Indian National Centre for Ocean Information Services. - Member Secretary
17. The membership of the Governing Council shall be regulated in accordance with the provisions of Bye-laws 4 to 13 mutatis mutandis.
18. The members of the Governing Council or of any committee appointed by it shall not be entitled to any remuneration from the Society. The non - official



members of the Governing Council or any committee appointed by it shall be paid by the Society, such travelling and daily allowances as may be provided for in the Rules and Regulations to be made in this behalf in respect of the journey undertaken by them for attending the meetings of the Governing Council or of committees set up by the Governing Council in connection with any business of the Society.

19. The Secretary to the Government of India in the Department of Ocean Development shall be the President of the Society and the Chairman of the Governing Council.
20. The Director of the Centre shall be appointed as per Bye-law 50. He shall be the General Secretary of the Society and Member Secretary of the Governing Council.
21. The Society shall establish and maintain its own office, stockyards and workshops. Appointment to the various posts under the Society shall be made in accordance with the recruitment Bye-laws framed for the purpose by the Society and as per Bye-law 37-ii.

PROCEEDINGS OF THE SOCIETY

22. An Annual General Body Meeting of the Society shall normally be held during October of every year at such time, date and place, as shall be determined by the President. At such Annual General Body Meeting the Member Secretary of the Governing Council shall submit the Annual Report and the Audited Accounts of the Society, together with the Auditor's Report thereon.
23. The President shall convene a Special General Body Meeting of the Society, whenever it becomes necessary under the following circumstances.
 - i. On the written requisition of not less than three members of the Society.
 - ii. Any requisition so made by the members of the Society shall express the object of the meeting proposed to be called and shall be left at the address of the General Secretary or posted to his address.
24. At all Special General Meetings no subject other than that stated in the notice or requisition, as the case shall be discussed except when specially authorised by the President.
25. Excepting as otherwise provided in these Bye-laws all meetings of the Society shall be called by Notice under the signature of the General Secretary.
26. Every Notice calling a meeting of the Society shall state the date, time and place at which such meeting will be held and shall be served upon every member of the Society not less than fifteen clear days before the day appointed for the meeting.
27. The accidental omission to give notice to or the non-receipt of notice by any member shall not invalidate the proceedings at the meeting.
28. The President of the Society shall preside at all meetings of the Society. In the absence of the president, the Vice-President shall preside. In the absence of both, the meeting shall be presided over by a member chosen from amongst themselves by the members present to preside for the occasion.

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B. K. Srinivasan

29. No business shall be discussed at any meeting of the Society, except the election of a Chairman whilst the Chair is vacant.
30. One third of the members of the Society, including President or Vice-President presiding and the substitute appointed under Bye-law 5 shall form a quorum at every meeting of the Society.
31. All disputed questions at meetings of the Society shall be determined by a majority of votes of the members present and voting.
32. Each member of the Society shall have one vote. In case of an equality of votes, the Chairman shall have a casting vote.
33. Once in every year, on or before the 14th day succeeding the day on which the Annual General Body Meeting of the Society is held, a list of the names, addresses and occupations of the members of the Governing Council then entrusted with the management of the affairs of the Society shall be filed with the Registrar of the Societies.

NOTICES OF MEETINGS

34. A notice of meetings shall be issued to any member of the Society either personally or by sending it through the post in an envelope addressed to such member the address mentioned in the role of Society. Notice by post shall be sent under certificate of posting for which proper entry in the Society's Registers would be made. This shall be the proof for the posting of such notices.

FUNCTIONS AND POWERS OF THE GOVERNING COUNCIL

35. The Governing Council shall generally carry out and pursue the objects of the Society, as set forth in the Memorandum of its Association. The management of all the affairs and funds of the Society shall, for this purpose, vest in the Governing Council.
36. The Governing Council shall exercise all the powers of the Society, subject nevertheless to such limitations as the Government of India shall, from time to time, impose in respect of the expenditure from the funds of the Society and of grants made by the Government of India.
37. In particular and without prejudice to the generality of the foregoing provisions, the Governing Council shall have the power, subject to the provisions of these Bye-laws to;
 - i. Consider the annual and supplementary budgets placed before it by the Member Secretary, from time to time, and pass them with such modifications as the Governing Council shall think fit.;
 - ii. Create and abolish posts, provided the overall strength including all categories is within the limits approved by DOD. The posts carrying pay scales of the level of Joint Secretary and above shall be created by the Department in consultation with the Ministry of Finance. The appointment against these posts shall also be made by the Department of

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Ocean Development. However, creation of posts shall be regulated in accordance with the instructions contained in the O.M.No.4310-E(Coord.)/85 of Deptt. of Expenditure, Ministry of Finance, dated 6-12-85 read with O.M. 7(14)-E-Coord./94 dated 15-4-94 laying down the procedures for creations of posts in autonomous bodies and relevant Orders/OM's of the Govt. of India applicable to Scientific Departments.

- iii. Appoint various scientific, technical, administrative and other officers and staff of the Society, fix their remuneration and define their duties with the approval of DOD
- iv. Enter into arrangements with the Government of India and through them with National and International Agencies and Organisations, the State Governments and other Public or Private Organisations or individuals for securing and accepting grants-in-aid, endowments, donations or gifts to the Society, on mutually agreed terms and conditions; provided that such terms and conditions, if any, shall not be contrary to; inconsistent or in conflict with the objects of the Society and provided that for collaboration with institutions abroad, prior approval of the DOD shall be obtained.
- v. Take over or raise or acquire by purchase, gifts, exchange, lease or hire or otherwise from Govt. of India and through them from National and International Agencies and Organisations, the State Governments, Non-Government Organisations, Charitable Trusts and other public or private bodies or individuals, institutions, libraries, laboratories, immovable properties, endowments or other funds together with any attendant obligations and engagements not inconsistent with the objects of the Society provided that the transactions with International Agencies are made with the approval of DOD. The funds, assets, properties and all other resources, present and future of the society shall be utilised for any or all the purposes or objects of the society and also for all other similar lawful activities. The donations or investments made to the Society to promote the objects of the Society would be exempted from the Income Tax as provided by the Government from time to time and provided that necessary permissions from the Department of Revenue, Ministry of Finance, Govt. of India are obtained for this.
- vi. Appoint committees and sub-committees; of such purposes and with such powers and for such periods and on such terms as it may deem fit, and dissolve any of them with the approval of DOD.
- vii. Delegate such administrative and financial powers as it may think proper to the Chairman, the Director, the Member Secretary and such other officers of the Society as may be considered necessary with the approval of DOD on the analogy of the provision of the DFPR 1978 with minimum necessary changes.
- viii. Borrow such sums of money from public and private financial institutions as may be necessary in furtherance of the objects of society subject to prior approval and authorisation of the Department for Ocean Development, Government of India, which approval/authorisation shall in no way make the Government of India liable in any respect whatsoever; and
- ix. With the sanction of the Department of Ocean Development, Government of India, frame, amend or repeal Bye-laws and regulations, for the

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administration and management of the affairs of the society and in particular to provide for the following matters;

- a). Preparation and sanction of budget estimates sanctioning of expenditure, entering into and execution of contracts, investment of the funds of the Society, sale or alteration of such investments and maintenance of accounts and their audit conforming to the guidelines of Department of Economic Affairs, Ministry of Finance.
- b). Procedure for recruitment of officers and establishment in the service of the Society;
- c). Terms and tenure of appointments, emoluments, allowances, Bye-laws of discipline and other conditions of service of the officers and establishments of the Society with the approval of DOD.
- d). Terms and conditions governing the grant of scholarships, fellowships and grants-in-aid for research schemes and projects not inconsistent with the objects of the Society
- e). Such other matters as may be necessary for the administration of the affairs and funds of the Society;
- f). Adoption of pay scales, allowances and revision thereof wherever these are not different from those of Central Government with the approval of DOD.
- g). The general superintendence, direction and control of the affairs of the Society shall vest in the Governing Council of the Society save as herein expressly provided, all the duties, powers, functions and rights whatsoever or consequential and incidental to the carrying out of the objectives of the Society shall be exercised by the Governing Council.

PROCEEDINGS OF THE GOVERNING COUNCIL

- 38. Every meeting of the Governing Council shall be presided over by the Chairman and in his absence a member chosen from amongst themselves by members present, to provide for the occasion.
- 39. Four members of the Governing Council, including the Chairman and Vice-Chairman and the substitutes appointed under Bye-law 5, present in person, shall constitute a quorum at any meeting of the Governing Council.
- 40. Not less than fifteen days clear notice of every meeting of the Governing Council shall be given to each member of the Governing Council. The accidental omission to give notice to or the non-receipt of notice by any member shall not invalidate the proceedings at the meeting.
- 41. The meetings of the Governing Council shall take place during the course of an year as and when necessary.
- 42. For the purposes of these Bye-laws, each year shall be deemed to commence on the 1st day of April and terminate on the 31st day of March of the following calendar year.

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43. The Chairman may himself call, or by a requisition in writing signed by him may require the Member Secretary to call a meeting of the Governing Council at any time and on receipt of such a requisition, the Member Secretary shall forthwith call such a meeting.
44. Four members of the Governing Council may by a requisition in writing signed by them require the Member Secretary to call a meeting of the Governing Council at any time and on the receipt of such a requisition, the Member Secretary shall forthwith call such a meeting.
45. Each member of the Governing Council shall have one vote and, if there shall be an equality of votes on any item of the agenda to be decided by the Governing Council, the Chairman shall have a casting vote.
46. Any business which it may be necessary for the Governing Council to perform, except such as may be placed before its annual meeting, may be performed by a resolution in writing circulated among all its members and any such resolution so circulated and approved by a majority of the members signing shall be as effectual and binding as if such resolution had been passed at a meeting of the Governing Council provided that atleast five members of the Governing Council have recorded their approval to the resolution.
47. Provided that in case of a difference of opinion amongst the members of the Governing Council on a question of sufficient importance, the opinion of the majority shall prevail. The Chairman may, however, refer any question, which in his opinion is of sufficient importance for the decision of the DOD.

FUNCTIONS AND POWERS OF THE CHAIRMAN, GOVERNING COUNCIL

48. The Chairman shall exercise such powers for the conduct of the business of the Society as may be delegated to him by the DOD.
49. The Chairman may, in writing, delegate such of his powers as he may think necessary, to the Director of the Indian National Centre for Ocean Information Services. In case of urgent matters, requiring approval of Governing Council, Chairman may accord approval for the same. However, the same matter should be placed before the ensuing meeting of the Governing Council for ratification.

50. APPOINTMENT OF DIRECTOR

- i. The Director shall be appointed by the Central Government (DOD) on the recommendations of the Governing Council.
- ii. The tenure of the Director shall be six years extendable on the recommendation of the Governing Council.
- iii. Subject to these Bye-laws, rules and regulations and to any orders of the Governing Body, the Director shall be responsible for the administration and management of the Institute under the direction and guidance of the Governing Body.



**FUNCTIONS AND POWERS OF THE DIRECTOR OF
INDIAN NATIONAL CENTRE FOR OCEAN INFORMATION SERVICES**

51. Subject to any order that may be passed by the Government of India, or by the Chairman in exercise of the powers delegated to him by the Governing Council, and the decisions of the Governing Council, the Director shall be responsible for the proper administration of the affairs and funds of the Society under the direction and guidance of the Governing Council. He shall be vested with such executive and administrative powers of the Society as may be necessary or incidental for the purpose, subject to these Bye-laws.
52. Director shall be the Head of the Centre and shall subject to the provisions of these Bye-laws and decisions of the Governing Council and Chairman, exercise general supervision and disciplinary control over the officers and the staff of the Society and prescribe their duties and functions.
53. The Director shall co-ordinate and exercise general supervision over all the activities of the Society, as under:
- i. Director shall be the General Secretary of the society and the Member-Secretary of the Governing council.
 - ii. The Governing Council, may by resolution, delegate to the Director such of its powers for the conduct of its affairs as it may consider necessary/desirable
 - iii. Subject to these Bye-laws and orders of the Governing Council the Member-Secretary of the Society shall be responsible for proper administration of the Society and for the conduct of the staff
 - iv. The Governing Council may delegate and the Director of the Centre may exercise the following full and absolute powers, except where any limit in quality and quantity is specified herein and subject to Bye-law 37-vii.
 - a). To open and operate the Bank account/accounts of the Society anywhere in India in any of the nationalised Banks and to sign, on Society's behalf, bills, notes, receipts, acceptances, endorsements, cheques, dividend warrants, releases, contracts and documents.
 - b). to institute, conduct, defend, compound or abandon any legal proceedings and also to compound and allow time for payment or satisfaction of any debts due and of any claims or demands by or against the Society or arbitration, and to observe and perform any award thereon.
 - c). to make and give receipts, releases and other discharges for money payable to the society and for the claims and demands of the Society.
 - d). to make payments of all kinds without any limit, except as specified in these Bye-laws and regulations, in respect of matters connected with Society.
 - e). to make investments in securities or fixed deposits as per the guide lines provided by the Governing Council and in accordance with guidelines of Department of Economic Affairs, Ministry of Finance.

A. N. Nath

B. Mudan

- f). to grant leave eligible, transfer, anywhere in India, accept resignation, take disciplinary action, suspend, except removal of all officers, employees, agents or servants of the Society. To make all the applications to local State or Central Government authorities on behalf of the Society for permit, privilege, concession, authority or license of all kinds, including import license or use of any other facilities such as water, electricity, gas, telephone, tele-printer, etc. and to make payments for such permit, privilege, concession, authority, license or use of facilities as the case may be.
- g). to open letters of credit, National as well as foreign to overdraw or obtain cash credit, not being term loan from any bank on behalf of the Society.
- h). to make advance payments of all kinds for any purpose connected with the society.
- i). to comply with provisions of any enactment applicable to the Society including regulation of working hours, holidays, leave, etc.
- j). to negotiate terms with employees on behalf of the Society during the period of strike, in full or otherwise.
- k). to permit travel anywhere in India by any of the employees of the Society, including himself, experts, consultants, apprentices, and though discretion allow travel by a higher than entitled class, subject to instructions issued by the Ministry of Finance.
- l). to take in such apprentices and decide their terms, depute employees to undergo training or to attend seminars anywhere in India and abroad with the approval of Chairman of Governing Council.
- m). to appoint any person to be attorney or Auditors of Society with such powers and up to such terms as he may deem fit.
- n). to sanction expenditure for participating in any exhibition meeting, hospitality etc., in accordance with instructions issued of Ministry of Finance.
- o). to hire accommodation, maintenance services, transport, technical services, release advertisements, purchase stationary, equipment, etc., insure the assets of the Society and incur expenditure thereon, conforming the provisions contained in the DFPR of Govt. of India and as adopted by the society in consultation with the Financial Adviser of DOD.
- p). to waive earnest money deposit, security deposit, guarantee, liquidated damages, etc.
- q). to sanction refunds as eligible, and
- r). to offer quotations on behalf of the Society to their parties, including Non-Governmental Organisations and Private Industry.

A. V. Nath

B. M. Dhanraj

- 54 For the purpose of Section 6 of the Societies Registration Act (21) of 1860 the Member-Secretary shall be considered the Principal Secretary of the Society and the Society may sue or be sued in the name of the General Secretary of the Society.

FUNDS AND ASSETS

- 55 The funds of the Society consist of the following:
- i. Lumpsum and recurring grant made by the Govt. of India.
 - ii. Fees, Consultancies and other funds received by the Centre.
 - iii. All money received by the Society by way of grants, gifts, donations, investments or other contributions approved by the Govt. of India.
- 56 All funds of the society shall be paid into the Society's account with treasuries/ sub - treasuries including Reserve Bank of India or branches of the State Bank of India and its subsidiaries or a scheduled/nationalised bank and shall not be withdrawn except on cheques signed and countersigned by such officers as may be duly empowered in this behalf by the Governing Council.
- 57 All the funds of the Society shall be jointly operated by the Director and Disbursing Officer appointed for management of funds and assets OR any other Officer appointed by the Society and Disbursing Officer so appointed for the purpose. All the assets and funds shall belong to the Society and not to any individual member or Office bearer. All purchases, sales and disposals shall be executed by Director as per directions of the Governing Council.
- 58 The income and property of the Society, howsoever, derived, shall be applied towards the promotion of the objects thereof as set forth in this Memorandum of Association subject nevertheless in respect of the expenditure of grants made by the Government of India to such limitations as the Government of India may from time to time impose. No portion of the income and property of the Society shall be paid or transferred, directly or indirectly by way of dividends, bonus or otherwise howsoever by way of profit, to the persons who at any time are or have been members of the Society or to any of them or to any persons claiming through them or any of them provided that nothing herein contained shall prevent the payment in good faith of remuneration of any member thereof or other person in return for any service rendered to the Society.

RECORDS TO BE KEPT BY THE SOCIETY

- 59 All the records like Proceedings register, stock register, cash book register, etc. shall be maintained. All such registers would be made available for inspection.

ACCOUNTS AND AUDIT

- 60.
- i. The accounts of the Society shall be audited by a Chartered Accountant to be appointed by the Governing Council. Such accounts certified shall be subject to scrutiny if any, from the Comptroller and Auditor General of India. The Society shall keep at its registered office proper books of accounts in which should be entered accurately the following:

A. N. Nath

B. N. Narayana

- a). All sums of money received and the sources thereof and all sums of money expended by the Society and the object or purpose for which sums are expended.
- b). The Society's assets and liabilities.
- ii. Every member of the General Body shall have right of inspection of accounts and registers and proceedings of the meetings maintained by the Society during office hours free of charge.
- iii. The audited accounts, i.e. receipts and expenditure account, the balance sheet together with the auditor's report shall be got approved by the General Body within six months of the close of the financial year of the Society.
- iv. Every member of the General Body shall be supplied with copies of the Balance Sheet and the income and expenditure account.
- v. An authenticated copy of receipts and expenditure account, balance sheet and report will be sent to Registrar of Societies.
- vi. A meeting should be held within 6 months from the date of closure of the financial year, to approve the annual accounts of the Society.

ANNUAL REPORT

61. An Annual Report and audited statements of accounts on all activities of the Society undertaken during the year shall be prepared by the Member Secretary of the Society and placed before the Governing Council and General Body. Copies of the reports shall be submitted to Department of Ocean Development and DOD shall lay the Annual Report of the society before Parliament.

FINANCIAL ADVICE

- 62.
- i. There shall be a Finance Committee of three Members one of whom will be the Member-Secretary of the Governing Council. This Committee shall be empowered to advise and recommend to the Governing Council on all financial matters of the Society. JS & FA, DOD shall be the Chairman of the Finance Committee.
 - ii. This Committee shall perform the following functions:
 - a). examine and scrutinise the annual budget of the Society prepared by the Member-Secretary of the Society and make recommendations to the Governing Council; the budget of the Society shall be submitted to the Department of Ocean Development for release of grants.
 - b). give its views and make its recommendations to the Governing Council either on the initiative of the Governing Council or of the Member-Secretary of the Society, or on its own initiative of any financial question affecting the Society.
 - (iii) The Committee shall meet once every quarter.

A. N. Nath

B. S. Narayan

- (iv) A copy of the minutes of every meeting of the Committee shall be sent to the Governing Council.

OFFICE OF THE SOCIETY

63. The Office of the Society shall be situated at present in the campus of National Remote Sensing Agency Hyderabad, Andhra Pradesh.
64. The Governing Council shall provide a seal and also for its safe custody and the seal shall never be used except by the authority of the Governing Council shall sign every instruments to which the seal is affixed and every such instrument shall be countersigned by the Member Secretary or by some other person appointed by the Governing Council for the purpose.

CHANGE AND AMENDMENTS IN THE CONSTITUTION / BYE-LAWS OF THE SOCIETY

65. Subject to the approval of the Department of Ocean Development the Governing Council is empowered to alter the constitution/ Bye-laws as per majority opinion. A meeting shall be convened only for this purpose where no other business would be carried out.

ALTERATION OR EXTENSION OF THE OBJECTS OF THE SOCIETY

66. Subject to the approval of the Department of Ocean Development, Govt. of India previously obtained, the Society may alter or extend the objects for which it is established or be amalgamated either wholly or partially with any other Society by following the under mentioned procedure;
- i. The Governing Council shall convene a special general body meeting of the members of the Society, according to these Bye-laws for the consideration of the said proposition;
 - ii. The Governing Council shall submit the proposition for such alteration, extension or amalgamation as aforesaid to the members of the Society in a written or printed report;
 - iii. Such report be delivered or sent by post to every member of the Society fifteen clear days previous to the said special General Body meeting.
 - iv. Such proposition be agreed to by the votes of three- fifths of members of the Society delivered in person or by PROXY at the said special General Body meeting. Whereas Proxy is an instrument by which a member may appoint another person to represent him in attending the meeting and vote on his behalf. The term proxy is also applied to the person so appointed. The proxy is available only for the meetings to which it relate. It cannot be used for more than one meeting (Article 52 of Stamp Act). A proxy can attend and vote at the meeting and vote in case of poll only, but has no right to move a resolution or amendment or to speak at the meeting. Proxy is not counted for the purpose of the statutory quorum.
 - v. Such proposition be confirmed by the votes of three- fifths of members of the Society present at the second Special General Body meeting

A. N. Sath

B. Madhavan

convened by the Governing Council at any interval of one month after the former meeting.

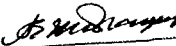


67. The Bye-laws of the Society may, with the sanction of the Department of Ocean Development, Govt. of India, be altered at any time by a Resolution passed by a majority of the members of the Society present at any meeting of the Society which shall have been duly convened for the purpose.
68. Any number not less than 3/5th of the members of the Society, may, with the prior consent of the Department of Ocean Development, Govt. of India, determine that the Society shall be dissolved and thereupon it shall be dissolved forthwith, or at the time then agreed upon, and all necessary steps shall be taken for the disposal and settlement of the property of the Society, its claims and liabilities according to the Bye-laws of the Society, applicable thereto, if any, and if not then as the Governing Council or the Members of the Society, the adjustment of its affairs shall be referred to the Department of Ocean Development, Govt. of India whose decision in the matter shall be final. Provided that the Society shall not be dissolved unless 3/5th of the members shall have expressed a wish for such dissolution by their votes delivered in person or proxy at a General Body meeting convened for the purpose.
69. If, on the winding up or dissolution of the Society there shall remain, after the satisfaction of all its debts and liabilities, any property whatsoever the same shall not be paid to, or distributed among, the members of the Society or any of them. It shall be dealt with in such manner as the Secretary, Department of Ocean Development, Govt. of India may determine.
70. These Bye-laws shall come into force after being approved by the Department of Ocean Development, Govt. of India and from such date as may be specified by the Department of Ocean Development, Govt. of India.
71. All provisions contained in the Andhra Pradesh (Telangana Areas) Public Societies Registration Act 1350 FASLI (ACT I of 1350F) shall apply to this Society.

A. N. Nath


B. N. Rao

CERTIFICATE

Certified to be a correct copy:

Name of the office bearers, S/o, in block letters, age	Designation of their local standing in the Society	Residential Address	Occupation	Signature
DR. ABRAHAM EBENEZER MUTHUNAYAGAM - 60 Yrs. S/o Shri Muthiah Abraham	President	5/3, MS Flats, Shajahan Road, New Delhi.	Secretary, Deptt. of Ocean Development, New Delhi.	
DR. DASIKA PRASADA RAO - 59 Yrs. S/O Shri Dasika Subba Rao	Vice President	Plot No. 166, Kalyannagar, Hyderabad.	Director, National Remote Sensing Agency, Hyderabad.	
DR. ATLURI NARENDRA NATH - 53 yrs. S/O Shri Atluri Venketeswara Rao	General Secretary	Plot No. 51, H. No. 2-16-121, Street No. 3, Prasanti Nagar, Uppal, Hyderabad-39.	Director, Deptt. of Ocean Development, New Delhi.	

Witness

	Name of the office bearers, S/o, in block letters, age	Designation of their local standing in the Society	Residential Address	Occupation	Signature
1.	HARSH KUMAR GUPTA 56, S/o Late Sr V.K. GUPTA	DIRECTOR	DIRECTOR'S BUNGALOW NGRI HYD - 500007	DIRECTOR	
2.	INDRA MOHAN, 57 S/o Sr D.C. GORIL		1-4-53/1, HABSIGUDA HYDERABAD 500007	Scientist, NGRI, HYDERABAD 500007	