



**PLASMA SCIENCE SOCIETY**  
**OF INDIA**

**Memorandum of Association**

**&**

**Rules and Regulation**

# PLASMA SCIENCE SOCIETY OF INDIA

*Registered under Society Registration Act*

*Reg. No.GUJ/838/Ahmedabad*

*Bombay Public Trust Act: No.F/838/Ahmedabad.*

## **Memorandum of Association**

(Revised on 29.12.1997)

Registered Office:

Physical Research Laboratory, Navrangpura

AHMEDABAD-380 009

***Memorandum of Association***  
***OF***  
***PLASMA SCIENCE SOCIETY OF INDIA***

1. The name of the Organisation (hereinafter called the "Society") shall be Plasma Science Society of India.
2. The Registered Office of the Society shall be Physical Research Laboratory, Ahmedabad and until otherwise determined shall be situated at; Physical Research Laboratory, Ahmedabad - 380009.\
3. The object of the Society shall be the promotion and popularization of Plasma Science and Technology in India. The functions of the Society in pursuance of this object shall be:
  - (i) To encourage the study of all aspects of Plasma Science.
  - (ii) To promote active interaction among all persons, bodies, educational and research institution (private and/ or state owned) and industries.
  - (iii) To issue such publication (e.g. newsletters reports bulletins, journals incorporating research and teaching ideas etc.) from time to time, as may be decided upon by the Executive Council of the Society.
  - (iv) To popularize the plasma science among the educational and research institutions and the general public of India by (a) arranging lectures on various aspects of plasma science (b) striving to include plasma science course in colleges and universities-curricula (c) cooperating in the conducting of symposium ,conferences, panel discussions, workshops etc. and (d) taking up any other suitable activity.
  - (v) To encourage coordinated research programmes among Indian plasma Scientists and exchange of research personnel between research institutions and universities in India.
  - (vi) To secure grants funds and endowments and administer the same for the furtherance of any other objective as listed in terms (i) to (v) above.
  - (vii) To acquire property such as office premises, auditorium, research laboratories, hostels etc.

- (viii) To frame, adopt and/or sanction rules and regulations whereby the Society may think fit to guide itself or whereto the said society should confirm or have recourse to in the carrying out of its objectives and/or otherwise and from time to time vary, alter or confirm one or other of such rules and regulations and
- (ix) To undertake and execute all other acts which shall promote all or any of the aims and objectives of the society

And it is hereby declared that in the event of an ambiguity in the interpretation of this clause the clause shall be constructed in such a way as to widen and not to restrict the powers of the society.

4. The business of the Society shall be controlled and conducted by an Executive Council to be elected as in rules and Regulations. The functions and powers of the Executive Council will be as laid in the rules and regulations.

**RULES AND REGULATIONS**  
**OF**  
**PLASMA SCIENCE SOCIETY OF INDIA**

Article I – Membership

1. “Plasma Science Society of India, hereinafter referred to as the “Society” shall have the following categories of members: Regular Members, Associate Members, Life Members, Student Members, Institutional Members and Donor Members. Regular Members, Life Members and Student Members shall have the voting right and will form the General Body of the Society.

Admission to all categories of membership shall be made by the Council only. The Secretary shall communicate the decision of Admission to the member within two weeks after the decision is taken. The newly admitted members must pay their admission fee and annual subscription within two months after admission to membership.

2. The admission fee and annual subscriptions to the various categories of membership shall be listed in Article IV of the Rules and Regulations.
3. The eligibility and procedure of admission for various categories of membership shall be as follows:
  - (a) **Regular member:** Any person who is associated with research in any aspect of plasma science at university or Collage level will be eligible for regular member of the Society. An application for regular membership must be supported by at least two Regular/ life members. A Regular member shall have the right to vote and to hold an elective office.
  - (b) **Associate Member:** Any person interested in Plasma Science who is not eligible to become a regular member may be admitted as an Associate member provided his/her application for membership is supported by at least two Regular /life members. Associate members have no right to vote or to hold an elective office.
  - (c) **Student member :** Any person studying any aspect of plasma science at post graduate or doctoral level may be admitted as a student member for such period until he/she become eligible for regular Life membership or his/her age does not exceed 26 years, whichever is earlier. An application for student membership should be supported by at least two Regular /life members. Student members have right to vote or to hold an elective office.
  - (d) **Life member:** A member can enrol himself/herself as Life member of the Society.
  - (e) **Institutional Member:** Research institutes, Educational Institutions and Commercial or Industrial organisations associated with various aspects of plasma sciences and engineering would be eligible for admission as institutional members. An Institutional member shall be entitled to send one repre sentative to the General Body Meetings of the Society.
  - (f) **Donor Member:** Individuals, Research Institutes, Educational Institutes and Commercial or Industrial organisations who donate a sum Rs.2, 500/- or more to the Society may be admitted as Donor Members. Each shall be entitled to send one representative to the General Body meetings of the Society. The Donor members have all privileges of the Society except the right to vote or to hold an elective office.
4. A member who is more than two years in arrears in paying his/her annual dues shall be deemed to have lost his/her membership. He/She may however be re–admitted without paying the admission fee provided he/she pays all the arrears up to the date of his/her re-admission.

5. A Students/ Regular member shall not be eligible to vote or hold elective office to participate in the meeting of the Society, either Executive or General, if he is in arrears of payment of annual subscription for a period of more than 12 months. His eligibility will be restored as soon as all the arrears are cleared.

## **Article II - Election of the Executive council**

- (1) **The Executive Council** : hereinafter referred to as the "Council "shall consist of eleven elected members. There shall be a President, a Vice-president, a Secretary, a Treasurer, and seven Councillors one of whom shall be the immediate past President. They will be elected according to the rule given in this article form among the Regular, Life and Student members of the Society. The members of the executive council shall assume their office immediately after the declaration of the result of the election conducted for the purpose. The term of their offices shall be up to the next election for the executive council which is to be held approximately two years after. The term, however, shall not exceed 27 months.
- (2) The President, the Vice-president and the Secretary shall not be eligible for immediate re-election for the same post. The Treasurer shall not be eligible for immediate re-election to the same post after serving for two consecutive terms.

### **(3) ELECTIONS AND NOMINATIONS :**

The procedure to elect the office bearers and other members of the Council shall be as follows:

- a. In order to conduct the election, executive council shall appoint a committee consisting of one Chief Returning Officer and one Returning Officer form amongst the members. The two officers shall not be members of the executive council nor seeking election to the executive council.
- b. Nominations for the office bearers shall be made over the signature of at least two members with voting right.
- c. Written consent of the members being nominated shall be obtained for all nominations.
- d. The Chief Returning officer, after Scrutiny of the eligibility if the nominees, shall cause to be mailed to all eligible voters at least two months in advance ballots listing names of all candidates for the elective officers, with appropriate instructions. The last date for receipt of the ballot paper be decided by the Committee each time.
- e. The Returning Officers shall, after the receipt of the ballots, check and count the votes, and make the results available to the members at the general meeting. Election shall be decided on the basis of the numbers of votes polled by the candidates, tie votes being decided by a chance procedure, if the need arises. In case it is not possible to hold the annual general meeting the counting of votes will be done by Returning Officers before the end of the November of the year in which the elections are due.
- f. If no valid nominations or insufficient valid nominations are received for the Council membership by the deadline for receiving the nominations, the Council shall have the responsibility to make the appropriate nominations, in which case the Committee shall inform the members accordingly.

### **Article III – Functions of the Council and its Officers.**

The powers and functions of the Council shall be as follows:

- a. To initiate and supervise activity of the Society for promoting its functions specified in the memorandum.
- b. To interpret the memorandum and Rules and Regulations of the Society and if necessary to frame byelaws in order to administer and regulate the business of the Society in the best interest of the Society and pursuance of its objects. The byelaws amended or added shall have the same force as the Rules and Regulations of the Society.
- c. To collect funds for the Society by way of subscriptions, donations, grants, gifts, etc.
- d. To administer the funds of the Society and to make rules for the same.
- e. To make the budget and incur expenditure for conducting the business of the Society.
- f. To acquire, sell, mortgage, change or otherwise dispose or deal with all or any assets of the Society for promoting the aims and objectives of the Society. This should be approved by at least three fourth majority of the Council, the minimum votes required being five when the council does not have full attendance.
- g. To admit members according to article I of the Rules and Regulations.
- h. To prepare the annual statement of accounts and annual report on the activities of the Society.
- i. To appoint or remove the budgeted staff as and when necessary.
- j. To appoint subcommittees, panels, etc. form amongst the members of the Society for specific purposes.
- k. To hold Council meeting as and when necessary for carrying out the business of the Society.
- l. To arrange the annual, scientific and other meetings as prescribed in article V of the rules and Regulations.
- m. To appoint chartered Accountant(s) as Auditor(s) for auditing the accounts of the Society.
- n. To form a Standing finance Committee of the Council for scrutinising the accounts of the society.
- o. To appoint an Editor and if necessary, an Editorial Board for each of the publications of the Society.

2 The responsibilities of the Officers of the Council shall be as follows:

- a. President shall preside over all the meeting of the Society and act as Chairman of the Executive Council. Whenever it is necessary he may delegate his powers to the Vice-President. In the absence of the both President and the Vice-President the members present may elect one of the Council members, who is present as Chairman for that particular meeting.
- b. The Vice–President shall assist the president in all matters and in the absence of the President he/she shall perform the duties of the President.

- c. The Secretary shall (i) Be in charge of all correspondence and records of the Society (ii) Convene and as far as possible attend all meeting of the society and the Council and keep their minutes, (iii) Execute the programme of action decided upon by the Council and (iv) Exercise general supervision over the staff and affairs of the Society. He shall be an ex-officio member of all the sub-committees of the Society.
- d. The Treasurer shall (i) Receive all the sums of money due to the Society and issue receipts thereof, (ii) keep all accounts of the Society and prepare annual statement of accounts for submitting to the Council and to the Auditors,(iii) in consultation with the Secretary prepare the annual budget of the society for presentation to the Council, (iv) Prepare the list of defaulting members and (v) Disburse sums due form the society according to the rules given in Article IV of the Rules and Regulations.
3. The president, the Secretary and Treasurer shall act as an adhoc Committee of the Council for disposing off minor matter which, in their judgement, do not call for submission to the entire Council. The acts of the adhoc Committee shall be reported during the next meeting of the Executive Council.
4. The Council may assign any specific responsibility (such as printing/or sale of its publication) to any of its members.
5. If a member/members of the Executive Council resigns/resign during its term, the remaining members of the executive council shall by two-third majority appoint form amongst the members of the society to fill the vacant office/s for the remaining term of that executive council. Such interim appointments shall be communicated to all members. In case seven or more members of the executive council resign, a re-election for the council shall be held for the interim period.

## **Article IV – Finance**

1. The admission fee and subscription for each category of membership shall be as follows:-

Category	Admission Fee	Annual Subscription
Regular Member	Rs.10/-	Rs.20/-
Associate Member	Rs.10/-	Rs.20/-
Student Member	Rs.5/-	Rs.10/-
Institutional Member	Rs.10/-	Rs.1000/-
Life Member	Rs.10/-	Total Payment Of Rs.200/-

---

These amounts may be altered by the Council if and when necessary.



2. Any member who has been a Regular member/student member continuously for 5 years can become a Life members by paying Rs.150/-.
3. The annual subscription shall be for the calendar year, the financial year shall also coincide with the calendar year.
4. Disbursement below Rs.1000/- may be authorised by the president or the Secretary, disbursements exceeding Rs.1000/- must be approved by the President and the Secretary.
5. The accounts and vouchers of the receipts and expending of the Society shall be subject to scrutiny of the standing Finance Committee of the Council at such intervals as the Council may prescribe and shall be subject to the annual audit. Summary of annual statements of accounts shall, after professional audit be printed in the report of the Society. The bill account will be available with the treasurer and may be examined by any member of the Society by prior arrangement with the treasurer.
6. All sums received as donations shall be regularly invested by the treasurer as soo as possible after the receipt thereof and only the interest according there from shall be available for the general expenditure of the Society. This rules will not apply to gifts and donations obtained for specific purpose.
7. All Securities and moneys. which are the property of the Society, shall be deposited for safe custody in any nationalised bank of India.
8. Cheques shall normally be signed by the Treasurer and the Secretary in the absence of the Secretary, the President or the Vice-president shall be authorised to sign. The president may delegate the power of signing the cheques of amount less then Rs 500 /- to one of the Councillors or the Society for a stipulated period of time.
9. The funds of the Society shall be spent for the attainment of the objects and no portion there of shall be paid or transferred directly or indirectly to any of its members through any means.

### **Article V – Meetings**

1. The General meeting of the Society shall be of two kinds viz Regular and Extraordinary.
2. One-fourth of the total number of regular members or fifteen members whichever is less, shall constitute a quorum for the General meeting. In the case of want of quorum the meeting shall be adjourned and the business will be translated at an adjourned meeting (for which no quorum is prescribed) or by correspondence as may be decided upon by the members present.
3. An agenda shall be prepared and circulated well in advance of each general meeting.

4. The Regular General Body Meeting shall be held normally once in two years, for conducting following business,
  - (1) Electing the members of the executive council, if necessary.
  - (2) To pass the budget for ensuing years.
  - (3) To approve expenditure statement of previous years.
  - (4) To approve the report of the activities of the Society.
  - (5) To appoint editor/editors for the newsletter.
  - (6) To transact any other business forwarded by members and the council.
5. An extraordinary general meeting may be convened at the request of six Council members or by requisition signed by not less than 20 regular members for some special business of the Society, which should be notified in advance. No other business should be included in the agenda of the Extra-ordinary meeting.
6. The Scientific meeting of the Society shall ordinarily be held at least one in two years, and more frequently if necessary. They will be devoted to (i) Presentation of original research papers, (ii) Review talks and (iii) Other scientific matters.
7. The Executive Council shall meet at least once in a year. Eight members of the Council shall form a quorum for a meeting of the Council. In the case of want of quorum, the meeting shall be adjourned and the business will be transacted at on adjourned meeting (for which no quorum is prescribed) or by correspondence as may be decided by the members present. In case it not possible to hold the meeting the above business shall be completed by correspondence.
8. Usual parliamentary procedures shall be followed at all meetings concerned with the Society.

## **Article VI – General Matters**

- 1. Assets and Liabilities:** All assets and liabilities of the Society shall vest in the Council and be managed by it in accordance with the provisions contained in these Rules and Regulations.
- 2. Litigation:** The Society shall sue and be sued in the name of its Secretary.
- 3. Dissolution:** The society can be dissolved only at an Extraordinary General Meeting of the Society, called specifically to consider the issue and attended by at least one fourth the

number of regular members on the rolls at the time. Consent of at least 75 percent of the members present shall be necessary for the resolution to be declared carried.

In case the Society has to be wound up, the property and funds of the society that will remain after full satisfaction of the liabilities of the Society, will be transferred to some other society in the country, with similar aims and objects.

- 4. Amendments:** No amendment or alteration shall be made in the Memorandum and Rules and Regulations of the society unless it is supported by two- third of the eligible members recording their votes at a General Body meeting convened for the purpose. The notice of the amendments along with a voting paper shall be sent to all eligible members at least one month in advance of the date of the meeting and at the time of counting the votes cast by mail shall be counted along with the votes cast in person by the members.
- 5.** The Registered office of the Society shall be in Physical Research Laboratory and until otherwise determined shall be situated at physical Research Laboratory.