

(I) Particulars of its Organisation, functions, and duties

MEMORANDUM OF ASSOCIATION

AND

RULES AND REGULATIONS OF

NATIONAL INSTITUTE OF AGRICULTURAL MARKETING

MINISTRY OF AGRICULTURE

KRISHI BHAWAN

NEW DELHI

**MEMORANDUM OF ASSOCIATION
OF
NATIONAL INSTITUTE OF AGRICULTURAL MARKETING.**

1. The Name of the Society shall be national institute of Agricultural Marketing.
2. The registered office of the society shall be situated at Jaipur in the State of Rajasthan.
3. The Objects for which the Society is set up are :
 - (i) To undertake and promote study of applied and operational research in problems of agricultural marketing;
 - (ii) To act as a national nodal point for coordination of various research studies and dissemination of technologies relevant to agricultural marketing in the country;
 - (iii) To undertake adoptive research aimed at vertical and horizontal integration of the marketing functions and functionaries so as to reduce the cost of marketing thereby ensuring a fair price to the growers and consumers;
 - (iv) To provide specialized training in agricultural marketing designed to develop leadership potential in the management of agricultural marketing enterprises and services;
 - (v) To undertake research in agricultural marketing for Government, Cooperative and other institutions, both on public funding and by contract;

- (vi) To offer other specialized marketing courses at various levels as may be necessary to supplement existing facilities;
- (vii) To offer a two year intensive course in Agricultural Marketing leading to Master degree in collaboration with the University of Rajasthan;
- (viii) To help State Governments and Urban City authorities to formulate proposals for institutional funding from national and international agencies for their development projects relating to agricultural produce markets on consultancy basis;
- (ix) To study the internal market and distribution infra-structure for agricultural and allied products and suggest proposals for their improvement;
- (x) To offer technical services for the study, analysis and planning of physical distribution system for agricultural produce on a state, regional and national basis to State Govts. Public sector undertaking, development authorities and other State and Central agencies, both on public funding and by contract;
- (xi) To undertake appraisal of markets/ marketing projects for approval and financial support by the Central Government, on consultancy basis;
- (xii) To formulate objective criteria for selective development of physical markets and to evolve a practical methodology for the application of such criteria in their planning;

- (xiii) To provide practical advisory services on marketing development investment programmes, development strategies and regulatory measures as also appropriate legal framework to state, private and co-operative enterprises;
- (xiv) To establish relation and co-operate with any other agency or existing institutions carrying out related work, including sub-contracting of work to these institutions where appropriate;
- (xv) To undertake demonstration of important marketing operations in cooperation with operating enterprises, under actual field conditions;
- (xvi) To offer advisory and consultant services on marketing policies, investment programmes and marketing development strategies and specific advice to marketing enterprises (State, private and cooperatives);
- (xvii) To provide practical guidance for policy formulations on the implications of prices, subsidy, supply, quality control and other incentive programmes;
- (xviii) To undertake then integrated development of the whole marketing channel for a particular product form producers to consumers and manufacturers through research, development and training;
- (xix) To analyze the marketing element in the case of crops of which domestic production is failing to respond to the current and potential consumers' demand;
- (xx) To accord research priority to the marketing of new export crops such as flowers, ornamental plants and medicinal plants;

- (xxi) To undertake studies to evaluate the economic performance of regulated markets in the country having regard to the recovery of market fee and the instruments in developing these markets;
- (xxii) To survey, study and analyze the rural market management and to examine in depth the principle and practice of market regulation as a development sector in the agricultural economy;
- (xxiii) To look into the issue of regulation of livestock marketing in terms of overall live animal meat channels;
- (xxiv) To collaborate with other agencies interested in export marketing development and seeking to contribute primarily through improving physical and institutional infra-structure for export from the producing areas to the point of exportation;
- (xxv) To undertake economic and technical feasibility studies and cost-benefit analysis in respect investment made in developing, processing, storage and transportation facilities for different agricultural products and to suggest technology and new management procedures;
- (xxvi) To study transport and packing requirements for movement of agricultural products from producing to consuming areas and other aids to marketing and maintenance of quality;
- (xxvii) To propose arrangements for better management by a more systematic organization of storage and exports with diversion into processing in respect of commodities like potato and onion to ease pressure on prices by avoiding periodic seasonal gluts;

- (xxviii) To assist in the growth of infra-structure for the development of post-harvest technology and establishment of market information system;
- (xxix) To cooperate with Food and Agriculture Organization and other International agencies and establishment to market information system;
- (xxx) To import equipment and expertise as and when required for the development of agricultural marketing;
- (xxxi) To provide and disseminate information relating to trade and India with other countries in respect of agricultural and horticultural commodities and livestock products and fish;
- (xxxii) To prepare, print and publish any papers or periodicals or reports in furtherance of the objects of the Society;
- (xxxiii) To establish and maintain libraries and information services or facilitate the study of various objects for which the society is established;
- (xxxiv) To invite representatives of Govt. trade and other institutions and organizations to deliver lectures on subjects in which the society is interested, on payment of honorarium, if need be;
- (xxxv) To do all other such things as the Society may consider necessary, incidental or conducive to the attainment of its objective.

4. Pursuant to the aforesaid objectives, the society may
- (a) accept grants of money, securities or property of any kind and undertake and accept the management of any endowment, trust, fund or donation not inconsistent with the objects of the Society on such terms as may seem expedient and as may be prescribed by the Government of India from time to time;
 - (b) acquire by gift, purchase, exchange, lease hire or otherwise howsoever any property, movable or immovable, which may be necessary or convenient for the purpose of the Society and build, construct, improve, alter, demolish and repair such buildings, works and constructions as may be necessary for carrying out the objects of the society;
 - (c) sell, lease, exchange, hire or otherwise transfer all or any portion of the property, movable and immovable, of the society, provided that prior approval of the Central Government is obtained in writing, for such action;
 - (d) own, develop, renovate, expand or alter any building, movable or immovable property in the possession of the Society in the way as necessary and take action for proper maintenance of any such property;
 - (e) invest and deal with any moneys and securities of the Society not immediately required for any of its activities in such a manner as may be provided by the rules and regulations of the society as may from time to time be determined. The investment of money will, however, be subject to the guidelines if any, issued from time to time by the Government of India, Ministry of Finance.

- (f) Create any Reserve Fund, Saving Fund, Insurance Fund, Provident Fund, or any other Special Fund for repairs, improving extending or maintaining any of the properties or rights of the society and/or benefits of the employees and for any other purposes for which the Society deems it expedient or proper to create or maintain any such Fund or Funds with the approval of the Government of India;
- (g) Borrow and raise moneys with or without security or on the security or a mortgage, charge or hypothecate or pledge all or any of the movable or immovable properties belonging to the society or in any other manner whatsoever provided that prior approval in writing of the Central Government is obtained in that behalf;
- (h) Create administrative, technical, ministerial and other posts in the Society and make appointments thereto in accordance with the rules and regulations of the Society, This will, however, be subject to guidelines, if any, issued from time to time by the Government of India, Ministry of Finance, The creation and appointment to the post of Director General shall require the prior concurrence of the Government of India;
- (i) Make rules and regulations and bye-laws for the conduct of the affairs of the Society and to add to, amend, vary or rescind them from time to time with the approval of Central Government;
- (j) Impose and recover fees and charges for the services rendered by it ;
and

(k) Do all such other acts and things either alone or in conjunction with other organizations or persons as the Society may consider necessary incidental or conducive to the attainment of the above said objective.

5. All property of the Society, movable or immovable shall vest in the governing body;
6. Income and property of the Society howsoever derived or received by the Society, shall be applied towards the promotion of the objects of the Society, subject nevertheless in respect of the expenditure of grants made by the Central Govt., to such limitation as may be imposed by that Government, No part of such income or property shall be paid directly or indirectly by way of or applied to directly or indirectly dividends, bonus, profit or other similar payments to any member of the Society or any person claiming through them save and except the payment in good faith of remuneration for services rendered by any such member or by any other person or of traveling, halting or similar charges with the sanction of the Society.

**RULES AND REGULATIONS
OF
NATIONAL INSTITUTE OF AGRICULTURAL MARKETING**

Short title

Short title
extent and
commen-
cement

1. (a) These rules and regulations be called the Rules of National Institute of Agricultural Marketing.

(b) In their scope and application, these rules extend to its headquarter, all the institutes and other units of the national Institute of Agricultural marketing.

(c) These rules shall come into force from the date on which the Society viz. the National Institute of Agricultural marketing is registered under the Rajasthan Societies Registration Act, 1958.

Definitions

2. (a) “The Society” means the national Institute of Agricultural marketing, registered under the Rajasthan Societies Registration Act, 1958.

(b) “Agricultural Marketing” means promotion and development of marketing aspects, functions and services of agricultural commodities, horticultural and forest produce and livestock and fish products by better marketing management, marketing research, improved transportation and packaging, scientific storage, training in marketing and extension, project formulation and evaluation including products marketing covering cereals and pulses, oilseeds, spices, beverages, sugar, fibers,

fruits, vegetables, flowers, livestock products and fish.

- (c) “Central Government” means Govt. of India.
- (d) “Fund” means and includes any Reserve Fund, Sinking Fund, Insurance Fund, Provident Fund or any other Fund, created, established, maintained or operated by the Society for any purpose permissible by the Memorandum or the Rules made there under.
- (e) “The General Body” means the body constituted under Rule 4 of these Rules as the Governing Body of the society.
- (f) “The Executive Committee” means the Committee constituted under Rule 26 of the rules as the executive committee of the society.
- (g) “The President” means the President of the Society.
- (h) “The Vice-President” means the Vice-President of the Society.
- (i) “The Chairman” means the Chairman of the Executive Committee.
- (j) “The Vice-Chairman” means the Vice-Chairman of the Executive Committee.
- (k) “Director General” means the person appointed as Director General of the Institute.

(l) "Member" means the person nominated as member of the general body.

(m) "Year" means, unless otherwise specified by the General Body, the financial year of the Government of India.

(n) "Rules" means any of the Rules and Regulations of the Society

Head
Quarters of
the Society

3. The office of the Society shall be situated at Jaipur in the State of Rajasthan.

Member of
the Society

4. The member of the society shall not exceed 30 the members shall be nominated by the President. They shall hold office during the pleasure of the president. The Society shall consist of the following members:

1. The Minister in-charge of the - President
Ministry of Agriculture, Government
of India dealing with the Society.

2. The Minister of State in charge of the - Vice President
Ministry of Agriculture, Government
of India Dealing with the Society.

3. Secretary of the Ministry/Department - Member
of Agriculture & Cooperation,
Government of India, dealing with
the Society

4. Joint secretary in charge of the - Member
Agricultural Marketing of the
Ministry/Department of Agriculture
& Cooperation, dealing with the
Society.

5. Joint Secretary (Finance of the Ministry/Department of Agriculture & Cooperation, Government of India, dealing with the Society. - Member
6. Agricultural Marketing Adviser to the Government of India. - Member
7. Chief Secretary, Government of Rajasthan - Member
8. Adviser (Agriculture), Planning Commission, Government of India. - Member
9. Economics & Statistics Adviser Department of Agriculture & Cooperation, Government of India. - Member
10. Chairman/Member Secretary, Commission for Agriculture Costs and Prices (CACP), N. Delhi. - Member
11. Chairman, Council of State Agricultural marketing Boards (COSAMB). New Delhi. - Member
12. Director, Indian Institute of Management, Ahmedabad. - Member
13. Director, Indian Institute of Packaging, Bombay. - Member
14. Managing Director, National Cooperative Development Corporation (NCDC), New Delhi. - Member
15. Managing Director, national Agricultural Cooperative Marketing Federation (NAGED), New Delhi. - Member
16. Managing Director, National Bank for Agriculture and Rural Development (NABARD), New Delhi. - Member
17. Director General Indian Council Agricultural Research (ICAR), New Delhi. - Member
18. Chairman/Managing Director, North-Eastern Regional Agricultural marketing Cooperation (NERAMAC), Guwahati. - Member

18. Chairman/Managing Director, North-Eastern Regional Agricultural marketing Cooperation (NERAMAC), Guwahati. - Member
19. Director General, National Council of Applied Economics Research (NCAER), New Delhi. - Member
20. Director General, National Institute of Rural Development (NIRD), Hyderabad. - Member
21. Chairman/Managing Director, agricultural Produce Export Development Agency (APEDA), New Delhi. - Member
22. Three representative of farmers/farmers organizations. - Member
- 24.
- 25 Five eminent persons in the field of Agriculture/Agricultural Marketing. - Member
- 29.
30. Director General, National Institute of Agricultural Marketing. - Member

Register of Members

5. The society shall maintain a roll of members indicating their full names, addresses and occupations and every member shall sign the same. If a member of the Society changes his address, he shall notify his new address to the Director General who shall thereupon change his new address in the roll of members. Where, however, a member does given in the roll of members shall be deemed to be his correct address.

Termination
of ex-officio
membership

6. Where a person becomes a member of the General Body by virtue of the office of the appointment he holds, his membership of the Society shall terminate when he ceases to hold the office of appointment and the vacancy so caused shall be filled by his successor in office.

Termination
of
membership
of others

7. Membership of members other than ex-official members shall be terminated on the basis of any of the following event:
 - (i) On the expiry of the period of membership for which nominated;
 - (ii) death, resignation, insolvency, lunacy or conviction for a criminal offence involving moral turpitude;
 - (iii) when a member does not attend three consecutive meeting of the Society without proper leave of absence.

Terms of
Membership

8. (a) The General Body will be nominated by the President of the Society and will continue in office for three years.
- (b) General Body may invite any person of outstanding achievement to be a patron of the Institute and every patron shall be entitled to all the privileges of a member of the Society, excepting right to vote.
- © If a casual vacancy exists during the three year period, such vacancy shall be filled in like manner as the original vacancy and the admitted member shall hold office for the

unexpired portion of that term.

Resignation 9. When a member desires to resign the membership of the Society, he shall forward the letter of resignation to the Director General. The resignation shall take effect only from the date of acceptance by the President.

Validation of Acts 10. The society shall function notwithstanding any vacancy in its body and no act, direction or proceeding of the society shall be invalid merely by reason of such vacancy or any defect in the appointment of any of its members.

II. AUTHORITIES OF THE SOCIETY

Authorities

11. The following shall be the authorities of the Society:

- (i) General Body
- (ii) President
- (iii) Vice-President
- (iv) Executive Committees
- (v) Chairman
- (vi) Vice-Chairman
- (vii) Director General
- (viii) Such other bodies, Committees or Panels as may be appointed or constituted by the Society or the Executive Committee of the Society.

III. GENERAL BODY

Members

12. There shall be a General Body of the Society composed of all the

members of the Society.

Annual
General
Meeting

13. The Annual General Meeting of the General Body shall be held on such date and at such time and place as may be determined by the President.

Special
General
Meeting

14. (a) The President may convene a special general meeting of the General Body whenever he thinks fit.

(b) The President shall convene such a meeting on the written requisition of not less than one-third members of the General Body.

(c) Any requisition so made shall express the object of the meeting proposed to be called and shall be left at the office of the Director General.

(d) At all special general meetings, no subject other than that stated in the notice of requisition shall be discussed except when specially authorized by the President.

Calling of
Meetings

15. (a) All meetings of the General Body shall be convened by notice in writing issued under the hand of the Director General.

(b) Every notice calling a meeting of the General Body shall state the date, time and place of the meeting and shall contain a summary of the business to be transacted thereat. The notice shall be delivered or sent by post to every member of the Society not less

than 15 clean days before the day appointed for the meeting.

- (c) Any inadvertent omission to give notice to or the non-receipt or late receipt of notice by any member shall not invalidate the proceedings of the meeting and proof that the envelop containing such notices was properly addressed and duly posted will be sufficient proof of such notice.

Chairman of meetings

- 16. The president shall preside over all meetings of the General Body. Provided that where the President is absent at any meeting, the Vice-President shall preside. In the in the absence of both of them, the members shall choose one from among themselves to preside over the General Body meetings.

Quorum

- 17. One fifth of the members shall constitute the quorum of a meeting of the General Body.
Provided that if a meeting is adjourned for want of quorum, the subsequent meeting called on the basis of same agenda shall not be required to have 1 quorum.

Determination of disputed questions

- 18. (a) All disputed questions at meetings of the General Body shall be determined by majority vote of the members present at the meeting;
- (b) Each member shall have one vote;
- (c) Incase of equality of votes, the person presiding over the meeting shall have a casting vote.

Special
Invites

19. The President may invite any person, other than a member to attend a meeting of the General Body. Such an invitee shall not, however, be entitled to vote at the meeting.

Functions and
powers

20. The General Body shall have the following powers and functions namely to :

- (a) act as the supreme authority empowered to take all measures necessary for the attainment of the object specified in the Memorandum of Association;
- (b) constitute by resolution, committees, sub-committees or advisory boards and appoint members thereof, and delegate to such committees, sub-committees or advisory boards such powers as it may consider necessary;
- (c) frame, amend or repeal any bye laws not inconsistent with these rules for regulation of business of the Society with due approval of Government of India;
- (d) give overall policy guidance and direction for efficient functioning of the Society;
- (e) consider the annual and supplementary budget of the Society drawn by the Executive committee and placed before it and pass them with such modifications as may be deemed necessary; the approved budget shall be submitted to the

Government of India for sanction of Government grants;

- (f) nominate the auditors;
- (g) consider and approve the balance sheet and audited accounts of the Society for the previous year;
- (h) consider and approve the annual report of the Society prepared by the Executive Committees;
- (i) add and amend the rules of the Society with the approval of the Government of India;
- (j) call for such reports, returns and other information with respect to the properly and another activities of the Society as may be required from time to time;
- (k) approve agreements involving foreign collaboration, if any, proposed to be entered into by the Society;
- (l) except where otherwise required, shall exercise all the powers of the Society and any delegate to the Chairman, the Director General, or any other officer of the national Institute of Agricultural marketing nominated by the General Body, such of its powers as may be considered necessary;
- (m) perform such other functions as are entrusted to it under these rules.

Validation of Acts

21. The General Body shall function notwithstanding any vacancy therein and notwithstanding any defect in the appointment or nomination of any member and no act or proceeding of the General Body shall be invalidated or nullified merely by reason only of the existence of any vacancy therein or any defect in the appointment or nomination of any member.

IV PRESIDENT

President

22. The Minister in-charge of the Ministry of Agriculture, Govt. of India dealing with the Society shall ex-officio be the President of the Society.

Functions and powers of the President

23. (a) The President shall preside over the Annual General meeting and special general meeting of the Society.

(b) In case the votes for and against a particular issue are equal, the President shall exercise his casting vote.

(c) The President shall be entitled to invite any other person to attend meetings of the Society but such person shall have no power to vote.

(d) The president shall have authority to cause to review periodically the work and progress of the Society, the business of committees, sub-committees or advisory boards constituted in accordance with the Memorandum of Association and Rules and Regulations of the Society, with a view to ensuring that the activities of the Society are carried on the in

accordance with the provisions of memorandum of Association and Rules and Regulations and bye-laws of the Society.

- (e) The President may delegated such of the powers as he may consider fit to the Vice-President or Chairman.
- (f) In the absence of the Director General on long leave, deputation in India or abroad at the time of superannuation, arrangements to look after his duties may be made by the President.

V. VICE –PRESIDENT

Functions and powers of the Vice-President

- 24. The Minister of State in-charge of the Ministry of Agriculture, Govt. of India dealing with the Society will ex-officio be the Vice-President of the Society. If there are two or more such Ministers/Deputy Ministers in such a Ministry/Department then one of the Minister/Deputy Ministers nominated by the President will ex-officio be the Vice-President of the Society.
- 25. The Vice-President shall exercise such powers and perform such duties as the President may delegate to him.
The President, during his long absence/leave, shall nominate the Vice-President to exercise his powers.

VI. EXECUTIVE COMMITTEE

Members

26. There shall be an Executive Committee of the Society. The Executive Committee shall have 12 members, nominated by the President from amongst the members of the General Body. The Executive Committee shall consist of the following members who shall hold office for the same duration for which the General Body is constituted:

1. Secretary of the Ministry/Department of Agriculture & Cooperation, dealing with the Society. - Chairman
- Vice-Chairman
2. Joint Secretary in charge of the Agricultural Marketing of the Ministry/Department of Agriculture & Cooperation, dealing with the Society. -Member
3. Joint Secretary (Finance of the Ministry/Department of Agriculture & Cooperation, Government of India, dealing with Society. -Member
4. Agricultural Marketing Advisor to the Government of India. -Member
5. Chairman, Council of State Agricultural Marketing Boards -Member
6. Chief Secretary, Government of Rajasthan. -Member
7. Director General, national Institute of Agricultural Marketing, Jaipur

27. The Executive Committee shall meet as often as necessary and in any event at least once in each quarter of the year.

Frequency of meetings

28. (a) All meetings of the Executive Committee shall be called by notice in writing by and under the hand of

the Director General.

Notice for
meetings

- (b) Every notice calling a meeting of the Executive Committee shall state the date, time and place of the meeting and shall be sent to every member of the Executive Committee, normally seven clear days before the day appointed for the meeting.
- (c) The Chairman may, in special circumstances, call a meeting at a notice shorter than seven days.
- (d) Any inadvertent omission to give notice or the non-receipt or late receipt of notice by any member shall not invalidate the proceedings of the meeting.

29. The Chairman shall preside over all the meetings of the Executive Committee.

Chairman of
meetings

In his absence, the Vice-Chairman shall preside. In the absence of both of them, the members shall choose one from among themselves, to be the chairman of the meeting.

30. Five members of the Executive Committee present in person shall constitute the quorum. No quorum shall be required for adjourned meetings.

Quorum

31. Each member of the Executive Committee shall have one vote. All disputed questions at meetings of the Executive Committee shall be determined by vote of the members present and voting, provided that in case of equality of votes, the Chairman shall have casting vote.

Determination
of disputed
questions

Conduct of
business by
circulation

32. Any business which is may be necessary for the Executive committee to perform may be preformed by a resolution in writing circulated among all members and any such resolution so circulated and approved by a majority of the members signing shall be as effectual and binding as if he resolution had been passed at a meeting of the Executive Committee, provided that at least five members have recorded their views on the resolution.

Approval of
proceedings

33. The proceedings of all meetings of the executive Committee and resolutions passed by circulation shall be submitted to the Chairman of the Executive Committee for approval, before these are issued.

Scope

34. Subject to general control and supervision of the General Body, the Executive Committee shall generally pursue and carry out the objects of the Society as set forth in its Memorandum of Association.

Functions

35. The Executive Committee shall be responsible for the management and administration of the affairs of the Society in accordance with these rules and the bye-laws made thereunder.

Functions and
powers

36. (a) The Executive Committee shall exercise all executive and financial powers of the society, subject to such directions as may be issued by the Govt. of India and the General Body from time to time.

(b) In particular and without prejudice to generality of the foregoing provisions, the Executive Committee shall have the power, subject to the provisions of these rules and bye-laws framed thereunder to :

- (i) prepare and execute detailed plans and programmes for the furtherance of the objects of the Society;
- (ii) consider the annual and supplementary budgets placed before it and pass them with such modifications as may be deemed necessary for being submitted to the General Body;
- (iii) prepare annual report and accounts of the Society for the consideration of the General Body;
- (iv) create posts and approve such staff as may be required for the efficient management of the affairs of the Society and regulated the recruitment and conditions of their service, provided that:
 - (a) approval of the Govt. of India would be required for creation of posts the maximum of the scale of pay of which exceeds Rs4500/- per month;
 - (b) appointment to a post carrying a maximum pay of Rs.7300/- or more per month shall require concurrence of Govt. of India; and
 - (c) prior approval of Govt. Of India would be necessary in regard to adoption of scale of pay, allowances and revision thereof which

are not identical to those adopted for corresponding posts as per the Central Government orders issued from time to time.

- (v) receive and to have custody of the funds of the Society and manage the properties of the Society;
- (vi) incur expenditure subject to provisions of the approved budget;
- (vii) enter for and on behalf of the Society into agreements including those containing arbitration clauses;
- (viii) lay down terms and conditions governing scholarships, fellowships, qualifications for trainees and research workers, charging of fees, deputations, consultancy, grant-in-aid, research schemes and project;
- (ix) establish, maintain, amalgamate and/or close institutions, laboratories officers, hostels etc.;
- (x) enter into arrangements with Govt. of India and through the government with foreign and international agencies and organizations, the State Governments and other public and private bodies or organizations or individuals for securing and/or accepting grant-in-aid in terms of donations or gifts to the Society on mutually agreed terms and

conditions provided that such terms and conditions shall not be contrary to or inconsistent with the objects of the Society or the policy of the Govt. of India;

- (xi) take over, acquire (by purchase, gift, exchange, lease, hire or otherwise) from Government of India and through the Govt. From foreign and international agencies and organizations or individuals, Institutions, libraries, laboratories, Museums, immovable properties, endowments or other funds together with any attendant obligations so that neither the transaction nor the terms and conditions where under it is concluded, is in consistent with the objects of the Society or the policy of the government of India;
- (xii) appoint boards, standing committees, sub-committees and panels, consisting of persons who may or may not be the members of the Society or its employees, to deal with any demarcated area of operation including approval of projects, the composition of which and the upper financial limit of which, shall be determined by the Executive Committee. In case of emergency, the Chairman shall have the power to appoint such boards, standing committees, sub-committees and panels;
- (xiii) to impose and recover fees and charges for the services rendered by the society.

- (c) The Executive Committee may, by resolution, delegate such administrative, financial and other powers to its Chairman, standing Committees, Director General or any other officer of the Society as it may consider necessary and proper, subject, if deemed necessary, to the condition that action taken by them under the powers so delegated, shall be subject to confirmation at the next meeting of the Executive Committee.

VII. CHAIRMAN

37. Secretary of the Ministry/Department of Agriculture & Cooperation dealing with the society shall be the Chairman of the Executive Committee.

Chairman

38. (a) The Chairman shall see that the affairs of the Society are run efficiently and in accordance with provisions of the memorandum of Association, Rules and Regulations and bye-laws of the Society.

Functions and powers of Chairman

- (b) He shall preside over the meetings of the Executive Committee.

- (c) The Chairman may himself call or by a requisition in writing signed by him any require the Director General to call a meeting of the Executive Committee at any time.

- (d) In case of votes for and against a particular issue are equal, the Chairman shall exercise his casting vote.

- (e) The Chairman shall be the sole and absolute authority to judge the validity of the vote cast by members at all the meetings of the Executive Committee.
- (f) The Chairman may, in writing, delegate such of the powers as he may consider necessary to the Director General.
- (g) The Chairman shall be entitled to invite any other person to attend the meeting of the Executive Committee but such persons shall have no powers of voting.
- (h) The Chairman may direct the Director General to call a special meeting of the Executive Committee, at a shorter notice in case of any emergency.
- (i) On all such matters as the Chairman thinks are of sufficient importance and urgency and cannot await being placed before the next meeting of the Chairman shall take the decision in anticipation of the approval of the Committee and place the same before the Executive Committee at its next meeting.

VIII. VICE-CHAIRMAN

Vice-
Chairman

39. The Joint Secretary in charge of the Agricultural Marketing of the Ministry/Department of Agriculture & Cooperation dealing with the Society shall be the ex-officio Vice-Chairman of the Executive Committees. The Vice Chairman shall exercise all powers and discharge such duties and responsibilities as may be delegated to him by the Chairman of the Executive Committees.

IX. DIRECTOR GENERAL

Director
General

40. The Director General shall be the Principal Executive Officer of the Society. He shall be appointed by the Executive Committee with the prior approval of the Govt. of India. He shall receive such salary and emoluments and will be governed by such terms and conditions of services as may be determined by the Executive Committee from time to time with the approval of the Government of India.

Functions and
powers of
Director
General

41. (a) Subject to any order that may be passed by Government of India and the authorities of the society, the Director General shall be responsible for:

(i) the proper administration of the affairs of the Society;

(ii) prescribing the duties of all employees of the Society;

(vii) Preparation of annual budgets, supplementary budgets etc. and their submission to competent authority for approval.

(viii) Maintain accounts and arrange its audit;

(ix) Coordinate and exercise general supervision over

all the activities of the Society and over the work and conduct of all employees of the Society. The Director General shall maintain a record of the minutes of the meetings of the General Body/Executive Committee and perform such other duties as may be required of or as may be incidental to his office or as may, from time to time, be entrusted to him by the General Body;

- (x) Prepare annual Report and Accounts of the Society for consideration of the Executive Committee;
- (b) The Director General may, in writing, delegate such of his powers as he may consider necessary to any officer, below him of the Society.
- (c) In the absence of the Director General on long leave, deputation in India or abroad or at the time of laying down office, arrangements to look after his duties may be made by the Chairman of the Executive Committee.

X. STANDING COMMITTEES

42. There shall be two Standing Committees, namely:

- (i) the Committee on Administration; and
- (ii) the Academic Committee

Constitution

THE COMMITTEE ON ADMINISTRATION

1. The Committee on Administration shall consist of 6 members. The Director General of the Institute shall be Chairman of the Standing Committee. The composition of the Standing Committee shall be as fo

- (i) The Director General -Chairman
- (ii) Joint Secretary or his nominee not below the rank of Dy. Secretary dealing with the Society in the Central Government. -Member
- (iii) Joint Secretary (Finance)/ Financial Adviser of his nominee not below the rank of Dy. Secretary dealing with Society in the Central Government. -Member
- (iv) Three persons form among the Executive Committee to be nominated by the Chairman of the Executive Committee. -Member

Members:

The Standing Committee Chairman shall have the power to coopt as member, such person or persons as may be necessary.

- (v) Every meeting of the Committee on Administration shall be presided over by the Standing Committee Chairman;
- (vi) Four members, which shall include the representative of the Ministry dealing with the Society, shall

constitute the quorum.

ACADEMIC COMMITTEE

2. The Director General of the Institute shall be the Chairman of the Academic Committee. It shall consist of the following members:

- (i) The Director General -Chairman
- (ii) Joint Secretary or his nominee not below the rank of Dy. Secretary dealing with the Society in the Central Government. -Member
- (iii) Two persons from amongst members of the Executive Committee to be nominated by the Chairman of the Executive Committee -Member
- (iv) All Directors of different Divisions of the Institute.

The Standing Committee shall coopt by rotation, heads of four State level marketing training and research institutes for such tenure as may be fixed by him, but not exceeding two years. The Standing Committee Chairman shall have the powers to coopt other members as he considers necessary including from among eminent academicians, academic and research institutes etc.

- (V) Every meeting of the Academic Committee shall be presided over by the Standing Committee Chairman.
- (vi) Nine members of the Academic Committee, which shall include the representative of the Ministry/ Department dealing with the Society, shall

constitute the quorum.

43. (1) Committee on Administration:

The Committee on Administration shall deal with matters relating to appointment, administration and finance. It shall deal with proposals or schemes relating to the following subject referred to it, initiated by it or otherwise.

Appointments:

- (i) Selection and making recommendations for appointments or selection and appointments to the posts in different categories as the case may be except the Director General: for which Executive Committee is the competent authority.
- (ii) Prescription of rules for recruitment to posts referred to in (1) above.

Administration:

Matters relating to administration of the institute, staff, service conditions of staff, welfare measures, rules of the Institute, service bye-laws, financial bye-laws, research project bye-laws and fellowship, scholarship and deputation bye-laws of the Institute, conduct rules etc. and disciplinary matters concerning employees of the Institute.

Finance:

- (i) Proposals, schemes, projects and major works programmes involving financial implication
- (ii) To scrutinize proposal for creation or abolition of posts.
- (iii) To scrutinize the budget estimates of the Institute.

- (iv) To scrutinize the Annual accounts of the Institute and the Audit Reports thereon.
- (v) To scrutinize the proposals for reappropriation of funds.
- (vi) To review the financial position of the Society from time to time.
- (vii) To examine any other matter with financial implications effecting the affairs of the Society.

The committee shall dispose of finally matters in respect of items for which the Executive Committee has delegated its powers. In all others matters, the Committee shall tender its advice and make its recommendations to the Executive Committee.

(2) Academic Committee:

The academic Committee shall deal with matters relating to research and training. It shall also function as the Committee on evaluation. It shall deal with matters, proposals or schemes relating to the following subjects referred to it or initiated by it.

Training:

- (i) Annual training programmes of the Institute.
- (ii) Any other matter relating to training activities of the Institute, such as methodology of training, coverage, course content, syllabus, duration etc.

Research:

- (i) Annual research programme of the Institute.
- (ii) Proposals in regard to research studies to be taken up during the year, not included in the annual programme.
- (iii) Consultancy research studies sponsored by Ministers and Departments of Govt. of India, State Governments and other agencies in India or abroad or international agencies.

- (iv) Collaborative research studies in collaboration with Agricultural Universities, other academic and research institutions in India or abroad or international organizations, State Governments and other agencies, to examine and determine collaborative terms in such cases.
- (v) Award of fellowship/scholarship under the fellowship, scholarship and deputation bye-laws.
- (vi) To examine any other matters concerning research and training activities of the Institute.

The Standing Committee shall dispose of finally matters in respect of items for which the Executive Committee has delegated its powers under rules. In all other matters, the Standing committee shall tender its advice and make recommendations to the Executive Committee.

XI. FUNDS OF SOCIETY

44. The funds of the Society shall consist of the following:

- (a) grants made by the Central Government or any State Government;
- (b) donations and contributions from other sources including agencies or foundations from abroad and international agencies like the constituents of the United Nations;
- (c) fees and charges imposed by the Society for services rendered by it;
- (d) income from investments; and
- (e) income and receipts from other sources.

45. The Society may in pursuance of its objectives:

- (a) invest and deal with funds moneys of the Society;
- (b) enter into arrangements with Central and State Governments, other public or private organizations or individuals for securing

Institute on mutually agreed terms and conditions provided that the conditions of such grant-in-aid or donations or gifts shall not be inconsistent or in conflict with the nature and objects of the Institute;

© take over, acquire by purchase, gift or otherwise from the Central or state Governments or other public or private organizations or individuals willing to transfer the same, libraries, laboratories, demonstration equipment, immovable properties, endowments or funds together with any attendant obligations and engagements not inconsistent with the nature and objects of the Society.

(d) Create reserve fund, sinking fund, insurance fund, or any other special fund for repairs, improvement, extension or maintenance of any of the properties or rights of the Society and for any other purpose for which the Society deems it expedient or proper to create or maintain any such fund or funds.

46. All properties of the Society, movable or immovable shall vest in the Society and shall be administered by the Director General within the parameters set by the Society in its General Body meeting or otherwise as directed by the Government of India.

47. The Society may purchase hire, lease, exchange or otherwise acquire property, movable or immovable, tangible or intangible (including copy rights, patents and intellectual properties) which may be necessary or convenient for the purpose of the Society and construct, alter and/or maintain such buildings and works as may be necessary for carrying out the objectives of the Society.

48. The Society may sell, hire, lease, exchange or otherwise transfer or dispose of all or/any property, movable immovable, of the Society provided that prior approval in writing of Govt. of India is obtained for such action.

49. The Society may invest and deal with any moneys, and securities of the Society not immediately required for any of its activities in such a manner as may be provided by the rules and Regulations of the Society as may from time to time be determined. The investment of money will, however, be subject to the guidelines, if any, issued from time to time by the government of India.

50. The income and property of the Society however derived shall be applied towards the promotion of the objects as set forth in the Memorandum of Association subject nevertheless, in respect of expenditure of grants made by the Govt. of India from time to time. No portion of the income and property of the Society shall be paid or

transferred directly or indirectly by way of dividend, bonus or otherwise, howsoever by way of profit to persons who at any time, are or have been members of the Society or to any of them or to any person claiming through them or any of them provided that nothing herein shall present the payment in good faith of remuneration to any member or other person in return for service rendered to the Society or for traveling allowance, halting allowance and other similar charges.

51. (a) The Bankers of the Society shall be the State Bank of India, its subsidiaries or any of the nationalized banks.

(b) All funds received shall be paid into the Society's accounts with the aforesaid bankers and shall not be withdrawn except by cheque signed by the Director General or any other officer duly empowered in this behalf by the Chairman of the Executive Committee.

(c) Unless otherwise authorized by the Chairman of the Executive Committee or the Secretary, no new accounts shall be opened.

XII. AUDIT OR ACCOUNTS

52. (i) The Society shall cause regular accounts to be kept of all its moneys and properties. The accounts shall be maintained in such form as may be prescribed by the Central Government in consultation with the Comptroller and Auditor General.

(ii) The Account of the Society shall be audited annually by a qualified auditor or auditors appointed for the purpose by the Society and any expenditure incurred in connection with the audit of accounts of the society shall be payable by the Society. The accounts of the Society will also be subject to audit by the Comptroller and Auditor General of India as per CAG Act.

(vii) The Auditor shall have the same audit as the Comptroller and Auditor General of India has in connection with the audit of Government accounts and in particulars, shall have the right to demand the production of books, accounts, connected vouchers and other necessary documents and papers.

(viii) The results of audit shall be communicated by the auditor to the General Body of the Society who shall submit a copy of audit report along with its observations to the Ministry/department of the Government of India, dealing with the Society. The

to the Ministry/department dealing with the Society.

XIII. ANNUAL REPORT

53. Annual Report of the working of the society and all work undertaken during the year, together with balance sheet and audited accounts shall be prepared by the Director General of the Institute for information of the Government of India and the members of the Society. A draft of the annual report together with the audited report

xiv. amendments

54. With the approval of the Government of India, the Society may alter, extend or abridge the purpose for which it is established or to amalgamate the Society either wholly or partly with any other Society in accordance with the provisions of the Societies Registration Act, 1958, as applicable to Rajasthan.

55. The Rules of the Society may at any time be altered by the Government of India on its own or with its prior sanction by a resolution passed by not less than one half of the total number of the members of the Society voting in favour of the Resolution at any meeting of the Society which shall have been duly convened for the purpose.

56. The Society may change its name by a resolution passed by majority of the members of the Society present and voting at a meeting of the Society convened for the purpose, subject to confirmation of the new name by the Government.

57. As and when there is any change in the nomenclature of Ministry/Department(s)/Designations(s) mentioned in the rules such changes shall automatically stand incorporated in these rules.

XV. MISCELLANEOUS

58. Every officer of the Society shall be indemnified out of the funds of the Society against all losses and expenses incurred in the discharge of his duties except such as shall happen through his own neglect, willful act or default and such one shall be answerable only of his own acts, neglect or defaults and not for those of any other person.

59. All contracts shall be executed on behalf of the Society by the Director General or any other officer of the Society nominated by the Executive Committee.

60. The Director General may resign by a letter addressed to the Government of India and his resignation shall take effect only from the date it is accepted by the Government.

Any other member, who has been nominated by reason of the office he holds, will cease to be a member of the Society when he ceases to hold that office.

61. The Society may use or be used in the name of the Director General as per provisions laid down under the Rajasthan Societies Registration Act, 1958.

62. Notwithstanding anything contained in the Memorandum of the Rules, the Central Govt. shall have power to review or cause to be reviewed the work and progress of the Society, and to issue in the interests of the Society, such directions as may be necessary for achievement and furtherance of the objects of the Society.

63. The Central Government shall give directions to the Society as to the exercise and performance of its functions in matters involving national security or public interest and ensure that the Society gives effect to such directions.

64. (i) In case, if necessary, the Society can be dissolved as per the provisions of section 13 and 14 of the Rajasthan Societies Registration Act, 1958.

(ii) if, on the winding up or dissolution of the Society, there shall remain, after 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 but shall accrue to the Government of India by escheat.

65. Once in every year a list of members of the Governing Body shall be filled with the Registrar of Societies as required under Section 4 of the Rajasthan Societies Registration Act., 1958.

Certified that this is the correct copy of the Rules and Regulations of the Society.