

INSTITUTE FOR PLASMA RESEARCH
BHAT, GANDHINAGAR - 382 428

MEMORANDUM OF ASSOCIATION

AND

RULES & REGULATIONS

MEMORANDUM OF ASSOCIATION

1. **Name of the Society:** The name of the Society shall be Institute for Plasma Research Society.
2. **Location:** The registered office of the Society shall be at Institute for Plasma Research, Bhat, Gandhinagar.
3. **Objectives:** The objectives for which the Institute for Plasma Research Society is established are:
 - (a) To promote, guide and conduct basic and applied studies in the field of plasma physics and thermonuclear fusion research with a long term goal of developing fusion as a source of energy.
 - (b) To promote, guide and conduct basic research in other related frontier areas of science which are young, vigorous and emerging and to especially foster those areas which appear to have a potential for application in a major emerging area of technology.
 - (c) To foster linkages between academic community of teachers and research workers at the Institute as well as transfer of technologies developed in the Institute to Industry / other Agencies.
 - (d) To establish, maintain and manage laboratories, workshops and/or other units of the Institute to assist scientific research in above mentioned areas to undertake the design, development and construction of Instruments for Research work undertaken in the Institute in association wherever possible with the available expertise in the academic institutions, National Laboratories and industrial infrastructure in the country.
 - (e) To undertake the design, development and construction of instruments for research work undertaken in the Institute.
 - (f) To organise training facilities and to train the staff of the Institute and other interested institutions in ongoing areas of research, and arrange lectures, seminars and symposia in pursuance of the academic work of the Institute and for the diffusion of scientific knowledge.
 - (g) To invite scientists from India and abroad who are actively engaged in research in areas of interest of the Institute, to deliver lectures and participate in the research activities of the Institute.
 - (h) To acquire any patents or licenses relating to the inventions and discoveries arising out of the research work done in the Institute.
 - (i) To institute and award fellowships, scholarships, prizes and medals.

- (j) To cooperate and collaborate with other national and / or foreign institutions and international organizations in the field of research work undertaken by the Institute.
- (k) To disseminate information on matters pertaining to the academic work in the Institute and to publish scientific papers, bulletins and journals.

4. **Governing Council:** The Governing Council of the Institute for Plasma Research shall be the Council to be constituted under the Rules and Regulations of the Institute for Plasma Research and the first members of the Governing Council shall be the following:

Sr. No.	Name	Address	Occupation / Designation
1	Dr. V.R.Gowariker	Dept. of Science & Technology Technology Bhavan New Delhi 110 016	Govt. Secretary
2	Shri G.Chatterjee	Dept. of Science & Technology Technology Bhavan New Delhi - 110 016	Financial Adviser & Jt. Secretary
3	Prof. Yash Pal	University Grants Commission Bahadur Shah Zafar Marg New Delhi - 110 002	Chairman, U.G.C.
4	Scientist Nominee of Central Govt. (to be appointed)		
5	Dr.P.K.Iyengar	Bhabha Atomic Research Centre Trombay Bombay - 400 085	Director , B.A.R.C.
6	Prof.S.P.Pandya	Physical Research Laboratory Navrangpura Ahmedabad - 380 009	Director, P.R.L.
7	Shri Shrenik Kasturbhai	Anil Starch Ltd. Anil Road Ahmedabad 380 025	Industrialist
8	Shri K. Ramamoorthy	Sardar Bhavan Sachivalaya Gandhinagar - 382 010	Secretary to Gujarat Govt. Education Dept.
9	(To be appointed)	Institute for Plasma Research Bhat, Dist. Gandhinagar Gujarat - 382 424	Director I.P.R.

5. We, the undersigned whose names and addresses are given below, having associated ourselves for the purpose described in this Memorandum do hereby, subscribe our names to this Memorandum of Association and set our several and respective hands hereunto and form ourselves into a Society under the Gujarat Societies Registration (Act XXI of 1860) this day of 1986.

Sl. No	Name	Occupation	Address	Sign.
1	Dr.V.R.Gowariker	Secretary to Govt. of India, Dept. of Science & Technology	Technology Bhavan New Mehrauli Road New Delhi - 110 016	
2	Shri G. Chatterjee	Jt. Secretary & Financial Adviser to Govt. of India, Dept. of Science & Technology	Technology Bhavan New Mehrauli Road New Delhi - 110 016	
3	Prof. Yash Pal	Chairman, U.G.C.	University Grants Commission Bahadur Shah Zafar Marg New Delhi - 110 002	
4	Dr. P.K. Iyengar	Director, B.A.R.C.	Bhabha Atomic Research Centre Trombay Bombay - 400 085	
5	Prof.S.P.Pandya	Director, P.R.L.	Physical Research Laboratory Navrangpura Ahmedabad-380009	
6	Shri Shrenik Kasturbhai	Industrialist	Anil Starch Ltd. Anil Road Ahmedabad-380 025	
7	Shri. K. Ramamoorthy	Secretary to Govt. of Gujarat Education Dept.	Sardar Bhavan Sachivalaya Gandhinagar-382010	

RULES AND REGULATIONS OF THE INSTITUTE FOR PLASMA RESEARCH

1. These Rules and Regulations may be called the 'Rules and Regulations of the Institute for Plasma Research'.
2. **Definitions:** In these Rules and Regulations, the following words and abbreviations shall have the meaning given to them, unless the context otherwise signifies :-
 - (a) Institute : Institute for Plasma Research
 - (b) Society : Institute for Plasma Research Society
 - (c) Central Government : The Dept. of Atomic Energy, Govt. of India.
 - (d) Chairman : Chairman of the Governing Council
 - (e) Council : The Governing Council of the Institute
 - (f) Director : Director of the Institute
 - (g) Rules : Any of the Rules and Regulations of the Institute
3. **Authorities of the Institute:** The following shall be the authorities of the Institute
 - (a) The Governing Council
 - (b) The Director
 - (c) Such other authorities as may be declared or nominated by the Council.
4. **Governing Council:**
 - 4.1 There shall be Governing Council for the Institute consisting of the following members :
 - (1) The Secretary, Dept. of Atomic Energy or an eminent scientist nominated by the Dept. of Atomic Energy, Govt. of India as Chairman.
 - (2) 2 Scientists and 1 Industrialist / Technologist to be nominated by the Dept. of Atomic Energy, Govt. of India in consultation with Director.
 - (4)
 - (5) A Scientist nominated by Dept. of Science & Technology, Govt. of India.
 - (6) A Scientist nominated by Dept. of Space, Govt. of India.

- (7) Joint Secretary (R & D), Dept. of Atomic Energy, Govt. of India (Ex-officio).
- (8) Joint Secretary (Fin.), Dept. of Atomic Energy, Govt. of India (Ex-officio)
- (9) Education Secretary (Science & Technology), Govt. of Gujarat (Ex-officio).
- (10) Director of the Institute (Ex-officio).

The members of the Governing Council shall be the members of the Society. [The minimum number of Council Members shall be seven and the maximum number ten]. The senior most Administrative Officer shall be the Non-Member Secretary of the Council.

- 4.2 The Institute shall keep a roll of the members of the Council giving their addresses and occupations, and every member shall sign the same. If a member of the Council changes his address, he shall notify his new address to the Director, who shall thereupon enter his new address in the roll of members.
- 4.3 The members of the Council (excepting the full time Director of the Institute) or of any Committee appointed by it shall not be entitled to any remuneration other than travel and daily allowance as may be provided for in the Bye-laws to be made in this behalf, in respect of any journeys undertaken by them for attending the meetings of the Council or the Committees set up by the Council or in connection with any business of the Institute.

5. Tenure of membership of the Council:

- 5.1 Where a member of the Council becomes a member by reason of the office he holds, his membership shall terminate when he ceases to hold that office.
- 5.2 The term of membership for the nominated members of the Council shall ordinarily be three years from the date of their nomination.
- 5.3 A member of the Council shall cease to be such a member on the happening of any of the following events:
 - (a) If he dies, resigns, becomes of unsound mind, becomes insolvent, or is convicted of a criminal offence involving moral turpitude;
 - (b) Except in the case of the Director, if he accepts a full-time appointment in the Institute;
 - (c) If he fails to attend three consecutive meetings of the Council without obtaining the leave of the Chairman.

5.4 A member of the Council, other than the Chairman or an Ex-officio member, may resign his membership by a letter addressed to the Chairman; and such resignation shall take effect from the date it is accepted by the Chairman.

5.5 When a vacancy occurs in the office of a member of the Council through death, resignation or any other cause, the Secretary shall, as soon as possible, notify the vacancy to the authority concerned requesting it to nominate a member to fill the vacancy and the member so nominated to fill such a casual vacancy, shall hold office for the remainder of the term of the member in whose place he has been nominated.

6. Chairman:

6.1 The Chairman of the Council shall be Secretary, Department of Atomic Energy, Govt. of India, or an eminent Scientist nominated as the Chairman by the Dept. of Atomic Energy; the provisions of Rules 5.1 and 5.2 will apply mutatis mutandis, to the tenure of Chairman.

6.2 The Chairman may resign his office by a letter addressed to the Govt. of India, and his resignation shall take effect from the date it is accepted by that Government.

6.3 The Chairman, in addition to presiding over the meetings of the Council, shall perform such functions and have such powers as the Governing Council may decide.

7. Meetings and Proceedings of the Council:

7.1 Meeting of the Council should be held not less than two times a year at such place and date as may be fixed by the Chairman. For the purpose of this rule, each year shall be deemed to commence on the 1st day of April and terminate on the 31st day of March of the following year.

7.2 A special meeting of the Council may be called at any other time by the Chairman, either on his own initiative or at the request of not less than four members of the Council.

7.3 For every meeting of the Council, at least fifteen days' notice shall be given to the members. Non-receipt of notice of any meeting of the Council by any member shall not, however, invalidate the proceedings of the meeting.

7.4 Five members, including the chairman, shall constitute a quorum at any meeting of the Council.

7.5 In case of difference of opinion among the members, the opinion of the majority shall prevail.

- 7.6 Each member of the Council, including the Chairman, shall have one vote, and if there be a tie on any question to be determined by the Council, the Chairman shall, in addition have and exercise a casting vote.
- 7.7 Every meeting of the Council shall be presided over by the Chairman, and, in his absence, by a member chosen by the members of the Council present at the meeting.
- 7.8 Any business of the Institute to be performed by the Council, except such as may be placed before the meetings of the Council, may be carried out by circulation among all its members' and any resolution, so circulated and approved by a majority of the members who have signified their approval or disapproval of such resolution, shall be as effective and binding as if such resolution had been passed at a meeting of the Council.

8. Functions and Powers of the Council:

- 8.1 The Council shall be the highest executive body of the Institute. It shall be the function of the Council to carry out the objectives of the Institute as set forth in the Memorandum of Association.
- 8.2 The Council shall be responsible for the organisation, general superintendence, direction and control of the activities of the Institute and shall exercise all the powers of the Institute not otherwise provided for in these Rules and Regulations subject to such limitations as may be imposed from time to time by the Government of India in respect of expenditure from the grants made by the Dept. of Atomic Energy, Govt. of India.
- 8.3 The Council shall inter-alia, exercise the following powers :-
- (1) Take decisions on questions of policy relating to the administration and working of the Institute.
 - (2) Consider and approve the programmes of the Institute within the scope of the objectives of the Institute and within the scope of its budget.
 - (3) Frame amendments to Rules & Regulations and frame Bye-laws for the conduct of the affairs of the Institute, and to add, amend, or repeal them from time to time.
 - (4) Consider, approve and authorise operation of the funds of the Institute.
 - (5) Consider and pass resolution on the Annual Report, the Annual Accounts and the budget estimates of the Institute and submit them to the Dept. of Atomic Energy, Govt. of India.
 - (6) Draw up development plans of the Institute for consideration of the Dept. of Atomic Energy, Govt. of India.

- (7) Appoint Committees for the disposal of any of its business or for tendering advice on any matter pertaining to the Institute.
- (8) Institute and award fellowships, scholarships, prizes and medals.
- (9) Create, abolish and upgrade scientific, technical, administrative and other posts under the Institute, as per the Bye-laws of the Institute.
- (10) Co-operate and collaborate with other national and / or foreign institutions and international organisations in the field of research undertaken by the Institute.
- (11) Acquire by gift, purchase, exchange, lease, hire or otherwise howsoever any property, movable or immovable, and to construct, improve, alter, demolish or repair buildings, works and constructions, as may be necessary or convenient for carrying on the activities of the Institute.
- (12) To sell, manage, transfer, exchange, mortgage, dispose off or otherwise deal with any property whatever belonging to the Institute provided however no immovable property of the Institute shall be sold or mortgaged without the sanction of the Dept. of Atomic Energy, Govt. of India.
- (13) Negotiate, enter into and make contracts and deeds of the Institute.
- (14) Delegate its powers to the Director, and through him or directly, to other members of staff of the Institute or to any Committee appointed by it.
- (15) Receive grants, gifts, donations or other contributions from the Dept. of Atomic Energy, Govt. of India or from any other source, approved by the Dept. of Atomic Energy, Govt. of India provided that no benefaction shall be accepted by the Institute which, in its opinion, involves conditions or obligations contrary to the objectives of the Institute.
- (16) To do all such acts and things as are incidental or conducive to the discharge of its functions and attainment of any one or more of the objects specified in the Memorandum of Association.

9. **Director:**

- 9.1 The Director shall be appointed by the Council on the recommendations of a selection committee which will include a representative of the Administrative Dept. of the Govt. of India. The Director shall hold office for such period and

on such terms and remunerations as may be decided by the Council from time to time with the approval of the Administrative Dept.

9.2 The Director shall be a Scientist of appropriate calibre who has distinguished himself in organisation and research.

9.3 In the event of the post of Director remaining vacant for any reason, it shall be open to the Council to authorise any scientist/s of the Institute to exercise such powers, function and duties of the Director, as the Council may deem fit, till a Director is appointed.

10. Functions and Powers of the Director:

10.1 The Director shall be the chief executive of the Institute and shall be responsible for the day to day management of its activities and overall administration of the Institute. He shall discharge these responsibilities in accordance with the Rules and Bye-Laws of the Institute. In case of any emergency, he may take such action as may be necessary and report it immediately to the Council.

10.2 It shall be the responsibility of the Director to see that all moneys are expended on the purpose for which they are granted or allotted.

10.3 He shall be the custodian of the records and such other property of the Institute as the Council may commit to his charge.

10.4 Subject to the provisions of these Rules and Regulations and the Bye-laws made thereunder, the Director shall, inter-alia, exercise the functions and powers delegated to him by the Council.

10.5 Keep or cause to be kept proper records and minutes of the proceedings of the Council meeting and be responsible for implementation of the resolutions passed by the Council.

11. Functions & Powers of other authorities & Officers:

The powers and duties of authorities and officers other than those mentioned in these Rules shall be specified by the Council or in the Bye-laws framed for the purpose.

12. Delegation of Powers:

For facilitating smooth functioning of the Institute, the Council may delegate such powers vested in it, as may be necessary, to the Chairman, Director and through them or directly, to other members of the staff of the Institute or to Committees appointed by it.

13. Fund of the Institute:

- 13.1 The Institute shall maintain a Fund to which shall be Credited:-
- i) all moneys provided by Dept. of Atomic Energy, Govt. of India.
 - ii) all fees and other charges received by the Institute.
 - iii) all moneys received by the Institute by way of grants, gifts, donations or other contributions.
- 13.2 All moneys credited to the Fund shall be deposited in such banks and accounted for in such manner as the Council may decide.
- 13.3 The fund shall be applied towards meeting the expenses of the Institute including the expenses incurred in exercise of its powers.
- 13.4 The bank account of the Institute shall be kept in the name of the Institute and shall be operated upon jointly by any two out of the Director, the Dean, the Chief Administrative Officer and the Accounts Officer as may be designated by the council.
- 13.5 The income and property of the Institute, however, provided shall be applied towards promotion of the objects set forth in the Memorandum of Association subject, nevertheless, in respect of the expenditure of grants made by Dept. of Atomic Energy, Govt. of India to such limitations as the Dept. of Atomic Energy, Govt. of India may from time to time impose. No portion of the income and property of the Institute shall be paid or transferred directly or indirectly by way of dividends, bonus or otherwise howsoever by way of profit, to persons who at any time have, or have been members of the Institute, or to any of them, or to any persons claiming through them or any of them, provided that nothing herein shall prevent the payment, in good faith, of remuneration to any member or other persons in return for services rendered to the Institute, upon travelling allowance, halting allowance and other similar charges.

14. Accounts and Audit:

- 14.1 The Institute shall prepare an Annual Statement of Accounts in such form as may be worked out by the Council.
- 14.2 The accounts of the Institute shall be audited annually by Chartered Accountants as defined in the Chartered Accountants Act, 1949 (XXVIII of 1949) to be appointed by the Council.
- 14.3 The Comptroller and Auditor General of India shall have the right to demand production of books, accounts, connected vouchers and other documents and papers and to inspect the offices of the Institute.

- 14.4 The Accounts of the Institute as audited and certified by the Chartered Accountant appointed for the purpose shall be forwarded annually to the Dept. of Atomic Energy, Govt. of India.

15. **Annual Reports:**

The Institute shall submit to the Dept. of Atomic Energy, Govt. of India as and when required an annual report on its working during the previous year together with an audited statement of accounts showing the receipts and expenditure for the previous year.

16. **Budget:**

The annual budget of the Institute shall be drawn up in a format approved by the Council. It shall be considered by the Council and after approval transmitted for final sanction by the Government.

17. **Bye-laws:**

The Council shall frame, amend or repeal Bye-laws not inconsistent with these Rules for the administration and management of the affairs of the Institute, and in particular to provide for the following matters:

- (1) the preparation of budget estimates, the sanctioning of expenditure, making and execution of contracts, maintenance of accounts and audit.
- (2) the allowance to be paid to the Chairman and members of the Council, and to members of the Committee appointed by the Council, as per Section 4.3.
- (3) the classification and procedure for appointment of officers and staff under the Institute.
- (4) the terms and tenure of appointments, rules of discipline and other conditions of service of the officers and staff of the Institute.
- (5) the terms and conditions governing deputation of officers and staff.
- (6) conduct of business by the Council and the Committees constituted by it, the powers and functions of such committees and the terms of office of their membership.
- (7) the Constitution of pension, insurance and Provident Fund Schemes for the benefit of the employees of the Institute.
- (8) fixation of fees to be charged for services rendered by the Institute.

(9) the terms and conditions governing fellowships, scholarships, medals and prizes.

(10) such other matters as may be necessary for the administration of the affairs of the Institute, including those which, by these rules, are to be or may be prescribed by the Bye-laws.

18. **Alteration of the Rules and Regulations:**

The Council may alter these Rules and Regulations at any time by a Resolution passed by a majority of three-fourths of the members present and voting at any meeting of the Council which shall have been duly convened for the purpose.

19. **Alteration of extension of the purposes of the Institute:**

Subject to the provisions of the Societies Registration Act, 1860, the Council may alter, extend or abridge any purpose or purposes for which the Institute is established.

20. **Acts and Proceedings not to be invalidated by vacancies etc:**

No act of the Council or the Institute or any other body set up under these rules or the Bye-laws framed hereunder shall be invalid merely by reason of:

(a) any vacancy or defect in the election, nomination or appointment of a person acting as a member thereof, or

(b) any irregularity in its procedure not affecting the merits of the case.

21. The Society may sue or be sued in the name of Chief Administrative Officer or as shall be determined by the Rules and Regulations of the Society and in default of such determinations by such persons as shall be appointed by the council.

22. If, on winding up or dissolution of the Institute, 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 Institute or any of them, but shall be dealt with in such manner as the Council may decide.

1. Certified that this is a correct copy of the Rules and Regulations of the Institute for Plasma Research.

2. For all things not specifically provided for in these Rules & Regulations, the provisions of the Societies Registration Act, 1860 (XXI of 1860) will apply.

Name, address and occupation

Signature of member

Members

- | | | |
|----|---|--|
| 1. | Dr. V. R. Gowarikar
Secretary, DST
New Delhi. | Sd/-
(Dr.V.R.Gowarikar)
Chairman |
| 2. | Prof. S.P. Pandya
Director, PRL,
Ahmedabad. | Sd/-
(Prof. S.P. Pandya)
Member |
| 3. | Prof. S. Ramaseshan
Raman Research Institute
Bangalore. | Sd/-
(Prof.S.Ramaseshan)
Member |