

THE NEMATOLOGICAL SOCIETY OF INDIA (FOUNDED 1969)

CONSTITUTION

(Regd. No. S/6065 under the Societies Registration Act XXI of 1860)

I. Name and Location

The Society shall be known as the Nematological Society of India (NSI). The registered office of the Society shall be located at the Division of Nematology, IARI, New Delhi – 110012.

II. Aims and Objectives

The main aim and objective of society is to advance the cause of the science of nematology in all aspects. This will be achieved by:

1. Encouraging and promoting nematological research, education, and extension in India.
2. Disseminating knowledge of nematology and its application through regular publication of periodicals and such materials.
3. Facilitating closer association amongst members and other scientific workers in India and abroad. Conventions, highlighting, and advising authorities on emerging problems at National and International levels.

III. Membership

The membership of the Society shall be open to 18 years or above in age and interested in the discipline of Nematology. Besides regular members, the Society shall have student members, life members, patrons, fellows, and honorary fellows (as detailed below)

Member: A person who is formally admitted and pays annual dues regularly.

Student Member (Associate)

Any P.G. Student pursuing Nematology of allied subjects may become a student member (Associate) of the society on payment of regular admission fees and membership fees at 50% of prevailing regular membership fees in advance along with the recommendation of the Head of Department subject to the approval of the Executive Council. He/she has to produce a continuity certificate from the Head of the Department each year to maintain his/her membership as an associate. However, this does not debar the student from becoming a regular member, if so desires, after paying

full rates. The period under student membership (Associate) will not be counted for eligibility for life membership.

Life Member

Any person with 3 years continuous standing in the Society as a regular member is eligible for life membership on payment of a further 17 years regular membership subscription, either a lump sum or in installments within one year. The total number of life members at any given stage shall not exceed $1/3^{\text{rd}}$ of the total membership and be regulated accordingly.

Fellow of NSI

Regular members with five years or more continuous standing in the society and who published at least five full research papers in recognized scientific journals and pay a sum equivalent to four years' subscription on the application shall be eligible for consideration for Fellowship (**FNSI**)

Regular members, life members, and fellows shall be admitted to the Society after being proposed and nominated by 2 members and subject to the approval of the Executive Council.

To become a fellow of the society the essential formalities have to be fulfilled would be awarded a memento and the certificate by the President of the Society (GB Dated: 13.11.2002)

It was also decided to award the fellowship of the Society only to members having the rank of senior scientist and above. (GB Dated: 19.11.2004)

To become a Fellow, NSI, the members' applicant should have at least (i) 5 years of standing in the Society (ii) Should be a Senior Scientist or Associate Professor rank: (iii) 10 publications with 5 as Senior Author, published in reputed journals and the application fee equivalent to 5 times (instead of presently four times) the subscription charges. (GB Dated: 24.2.2010)

Honorary Fellows

Any living person from India or abroad who has made an outstanding contribution to the science of nematology would be eligible for consideration by the society as an Honorary Fellow.

Name(s) shall be proposed and considered by members of the Executive Council followed by ratification by the General Body, the number of honorary fellows shall not exceed five at a given time and not more than two shall be nominated at a time.

After the sad demise of Prof. A.R. Seshadri and Dr. Gopal Swarup, the house decided that their names be replaced by Dr. B. S. Yadav and Dr. J.S. Gill as Honorary fellows in the Journal. (GB Dated: 17.11.2011)

Patron

Any individual, or institution or concern donating Rs. 10000.00 or more (US \$ 1000 or more) in one lump sum for the cause of advancement of the science of Nematology.

IV. Privileges

Members shall have the right to vote at all meetings of the Society and to propose candidates for admission to the Society. They shall be entitled to receive a free copy of the Indian Journal and other priced publications of the Society, if any, at half the cost. They shall also be entitled to borrow books and journals from the library of the Society in accordance with rules framed by the Executive Council. They can be office bearers of Society on being duly elected.

Society privileges shall be available to members who remain up to date in their dues to the Society.

Honorary fellows and patrons will enjoy all the privileges available to the members, except the voting right and their names will appear in every issue of the Society's Journal.

Student members (Associates) will have no voting right or contest for any office of the Society but will enjoy all other privileges like regular members and will be subjected to other provisions of the Constitution.

To increase the prize money of the Dr. Raski Award from Rs. 2000/- to Rs. 4000/- plus a gold medal from the next block year (2005-2007) as a consequence of receiving more money from Dr. Raski. (GB Dated: 19.11.2004)

Providing train fare for the D'Sauza Memorial award winners who have retired or are not in service was discussed. It was decided that NSI would provide 3rd AC sleeper of AC Chair Cars (as applicable depending on distance) fare to the award winner. (EC Dated: 22.11.2007)

V. Admission fee and subscription

1. The admission fee shall be Rs. 25.00 (US \$ 35.00).
2. The annual subscription of members shall be Rs. 50.00 (US \$ 35.00) (Rs. 25.00 per student member) plus bank commission if remitted by any outstation cheque payable in advance and shall become due on the 1st of April every year.
3. Members whose subscriptions happen to be in arrears for more than a year shall be excluded from the privileges of membership until they have paid their arrears. A list of all such members, showing the amounts due from them, shall be submitted by the General Secretary to the President at each General Body meeting and it shall be read out at the request of any member present in the meeting.

4. If the arrears are of more than two years standing, the member's name shall automatically be removed from the Society's register. Three months' notice shall be given before actually removing the names.
5. Those members who are in arrears of subscription for two or more years and whose names have been struck off of the rolls of membership, shall be eligible for readmission provided half the admission fee together with full arrears of subscription for the defaulted period as per the then prevalent rates, are paid. Such readmitted members will, however, become eligible for life membership only from the date of readmission.
6. Life membership fee was reduced from Rs. 9000/- to Rs. 7000/-. If a life member has a continuous standing of 5 years, he has to pay the rest of the amount i.e., paying only Rs. 4000/- after the deducting fee of 5 years ($600 \times 5 = \text{Rs. } 3000/-$). (EC Dated: 22.4.2015)
7. The amount of annual fees may be modified by the Executive Council subject to approval of the General Body.
8. To give the old volumes of the journal (NSI) to the needy at a minimal rate as may be decided by the EC members at the desired time. (GB Dated: 19.11.2004)
9. Admission fee and subscription: (EC Dated: 16.6.2012). Rates revised for annual subscription of the Indian Journal of Nematology and annual membership of the NSI. The following rates were agreed upon:
 - a) Indian subscriber (other than a member) Rs. 3000/- annually
 - b) International US\$ 200+ postage
 - c) Online + print US\$ 250 + postage
 - d) Annual membership (bonafide researchers) Rs. 600/- and admission fee Rs. 50/-

VI. Executive Committee (Professional Competence & Mode of Election)

There shall be an Executive Committee which will be responsible for carrying on all the affairs of the society. The Executive Committee shall consist of:

(1) President (2) Vice President (3) General Secretary (4) Joint Secretary cum Treasurer (5) Chief Editor (6) Editor (7) Six Councilors

All except the Chief Editor, Editor, and Councilors shall be elected by the General Body. The Chief Editor shall be elected by members of the new Executive Committee. The newly elected General Secretary will act as a Returning Officer in this case and will initiate the process of calling nominations by the members of the Committee immediately after the assumption of office. The guidelines for the conduct of a general election would apply in this case too. The Editor will be nominated by the Chief Editor in consultation with the Executive Committee. The Councilors shall be elected by the members of the respective zones as defined below:

- 1) Delhi zone: Delhi

- 2) Northern zone: Haryana, Punjab, Chandigarh, Himachal Pradesh, Jammu & Kashmir
- 3) Eastern zone: Bihar, West Bengal, Sikkim, Assam, Orissa, Meghalaya, Arunachal Pradesh, Tripura, Nagaland, Andaman & Nicobar Islands.
- 4) Central zone : U.P., M.P., A.P.
- 5) Western zone : Maharashtra, Gujarat, Rajasthan
- 6) Southern zone: Tamil Nadu, Karnataka, Kerala, Goa, Pondicherry, Lakshadweep.

No executive committee member will be eligible to file for any NSI award.
(GB Dated: 17.11.2011).

It was unanimously agreed that the minimum criteria for the President Post shall be a life member and he/she should be an eminent scientist holding a prestigious position. (EC Dated: 22.4.2015)

VII. Tenure

All the office bearers shall hold the office for a period of two years.

No person shall hold the office of the President of the Society for a second time. None of the other elected office-bearers will be eligible for successive terms for the same office. Interim vacancies in the various offices, except that of the President, shall be filled by the Executive Committee, for a period of interim vacancy. In case the interim vacancy is beyond six months, the interim appointee will continue to hold office till the next elections. In case of a vacancy in the office of President, the Vice-President will automatically take over the functions of the President in addition to his/her duties.

In case no nominations are received for any of the offices of the Society, such position(s) will be filled up by the newly elected Executive Committee subject to verification by the General Body.

VII. Function of the office bearer of the Executive Council

1. President

Besides being the constitutional head of the Society. He/she will preside over meetings of the Executive Council and General Body; represent the Society on all ceremonial occasions; and give overall guidance for the smooth functioning of the Society.

2. Vice-President

He shall generally assist the President in carrying out all the functions of the latter as and when necessary.

3. General Secretary

He shall be responsible for the day-to-day functioning of the society; shall operate the bank account of the society jointly with the President/Joint Secretary-cum-Treasurer; prepare agenda for the meetings of the Executive Council and General Body whenever required as per regulations of the society; record proceedings of the various meeting and circulate the proceedings to the Executive Council members or General Body members as the case may be within a month of the meeting; shall take appropriate steps to implements recommendations and resolution of the Executive Council and General Body. The financial powers of the General Secretary shall be restricted to Rs. 500/- (Rupees five hundred only) in each case. The expenditure above this amount shall be incurred with prior information and *post facto* approval of the president.

However, routine expenditure connected with publication of the journal, or any other matter approved by the General Body can be incurred by the Secretary subject to ratification by the President. The General Secretary shall also represent the society in legal and other proceedings as per Section 6 of the Societies Regulation Act and shall also be responsible for filing a list of the General Body Members every year in the office of the Registrar, Societies as per Section 4 of the Act.

The General Secretary shall be the custodian of all official records and properties/assets of the society and hand them to the successor after the election within 15 days.

4. Joint Secretary-cum-Treasurer

He shall assist the General Secretary in the day-to-day working of the society; maintain accounts of the society in the required form; receive, deposit, and disburse money on behalf of the society; submit the accounts for annual auditing by approved chartered accountants and place them before the Executive Council and General Body for approval.

5. Chief Editor

He shall be responsible for the timely publication of the journal, proper scrutiny of manuscripts, and maintenance of high standards of the journal and shall be assisted in this talk by an Editorial Board.

6. Editor

He shall assist the Chief Editor in all matters connected with the publications of the society.

7. Councilor

He shall represent the respective zone in the meetings of the Executive Council and provide liaison between the E.C. and the Zonal members in all matters connected with society.

IX. Meeting of the Executive Council

- 1) Executive Council meetings shall be arranged as and when required and at least once a year and also prior to the General Body meeting or at the discretion of the President or at the request of one-third of the members of the Executive Council. The quorum for meetings shall be fifty percent of the total membership.
- 2) The date and time of each meeting of the Executive Council shall be notified together with the agenda by the Secretary to each member of the Council at least two weeks in advance or at short notice with the approval of the president when several members of the Executive Council from outside happen to be present at the proposed venue. The

- members not likely to be present at the meeting shall communicate their views in writing on the items on the agenda before the meeting. In case the General Secretary is unable to convene a meeting of the Executive Council for any reason, the President may do so in the interest of the smooth functioning of the society.
- 3) On any emergent issue the President in consultation with the General Secretary shall be empowered to make decisions subject to subsequent ratification by the Executive Council.
 - 4) Draft proceedings of every meeting shall be circulated to the Executive Council members for comments. The same shall be confirmed in the next meeting.

X. Meeting of the Society

The location and time periodicity of the General Body meeting will be decided upon by the Executive Council. However, it will be normally held once in two years along with the All-India Nematology Workshop to ensure good attendance.

Along with these meetings, papers presentation sessions, or symposia may also be arranged. At such meetings, no more than two papers, either singly or jointly, from an author will be permitted for presentation. The General Secretary and the Chief Editor will be responsible for screening and acceptance of such papers. The abstracts of the presented papers shall be published in the next issue of the society's journal.

One-tenth of the total current membership subject to a maximum of 30 shall form a quorum for the General Body meeting. The date of the meeting shall be announced by the General Secretary normally 6 weeks before the meeting. The General Secretary will communicate the date by which the resolutions or agenda items, desired by members to be discussed at the General Body meeting should be received in the secretariat office. Members, however, need not wait for such communication and will be free to submit to the secretary at any time during the year's agenda items or resolutions for discussions at the next General Body Meeting.

An extraordinary meeting of the society can be called if 1/3rd of the members of the society send a signed requisition, either to the President or to the General Secretary, for such a meeting.

In case the General Secretary is unable to convene the meeting of the General Body for any reason, the President may do so in the interest of the smooth functioning of the Society.

With the application of the 6th Pay Commission across the country and rising costs, it was decided to raise the Daily Allowance of the EC member, coming to attend the EC meeting at Delhi, as per his/her grade pay to Rs. 300/- or 500/-. (EC Dated: 7.5.2011)

XI. Society's Journal

The *Indian Journal of Nematology* shall be the official publication of the Society. Normally, papers submitted by the members can only be considered for publication. In the

case of joint authorship, at least one of the authors should be a member of society. Society may also undertake publication separately of technical bulletins, reports, etc. whenever necessary, with the concurrence of the Executive Council.

With respect to the agenda to make, *Indian Journal of Nematology's* online, contract terms with M/s Divan Enterprises, B-09, Block A, Naraina Vihar, New Delhi – 110028. (EC Dated 2.11.2007)

Changing the website address with .in or .org as extensions instead of .com which is often used for commercial sites. The suggestion was also made to explore the possibility of modernizing the functioning of society by online submission and processing of the papers. It was also suggested by a few members that the possibility of sending the final PDF galley proof of the paper to the corresponding author via email be worked out to ensure error-free publication. (24.2.2010)

It was decided that IJN be made online and the ICAR portal for the same may be explored after studying the terms and conditions. Also, it was decided to take the help of an English editor to improve the language component of the manuscripts of the UN. (7.5.2011)

The website name of the Nematological Society of India is to be changed from www.nemaindia.in to www.nematology.in (GB Dated: 17.11.2011)

The secretary may go for the telephone and internet connectivity with rs. 1000/- per month for the society office (GB Dated: 17.11.2011)

XII. Editorial Board

It shall consist of the Editor-in-Chief, Editor, and a minimum of three members, representing different specializations in Nematology.

The Editor-in-Chief can be from anywhere in the country. However, the Editor should be from the Division of Nematology, IARI, New Delhi where the Registered Office of the society is located.

All records pertaining to receipt, movement, and disposal (printing) of the manuscript shall be maintained by the Editor. Details of coordination of work between the Chief Editor and the Editor will be worked out by the two office-bearers keeping the best interests of the society in mind.

The General Secretary will be an *ex-officio* member of the Editorial Board.

The editorial policies will be decided by the Executive Council.

XIII. Funds of the Society

The funds of the society shall be in the name of the Nematological Society of India operated jointly by the General Secretary and the President/Joint Secretary cum-treasurer. The Joint Secretary-cum-Treasurer will make payments endorsed by the secretary in

respect of bills not exceeding Rs. 500/- at the time. Bills in excess of this amount shall be jointly endorsed by the General Secretary and the President before they will be valid for payment by the Treasurer.

There shall be a reserve fund maintained by the society, for at least Rs 50,000/- at all times. The Executive Council (EC), by decision of the General Body by a two-thirds majority, can sanction any expenditure out of the reserve fund but not exceeding 50 per cent.

In addition to the reserve fund, the society may have fixed deposit accounts in the post office of the Nationalized Bank depending on the financial position of the society.

All accounts of the society shall be audited annually by a Chartered Accountant approved by the Executive Council for which the Joint-Secretary-cum-Treasurer shall make all records pertaining to each year available by the end of May of the following year. If circumstances so demand the EC may also appoint an Internal audit Party to verify the records of the society to ensure that no irregularities are being committed. The financial year of the society shall be from April 1st to March 31.

The Joint Secretary-cum-Treasurer shall present the audit accounts for the period under report and budget estimates for the ensuing period for approval of the General Body at its regular meeting. Expenditure on items in excess of the budget provision shall be first approved by the Executive Council and ratified by the General Body.

Society may accept donations offered by individuals or organizations for instituting awards/prizes to promote the cause of Nematology. The acceptance or otherwise of the donation, the manner and mode of selection of awardees, etc. shall be decided by the Executive Council.

XIV. Elections

Holding timely elections is crucial to ensure the democratic functioning of society. Elections for the various offices of the society shall be held in a phased manner so that the President is elected in *even* years and the remaining office-bearers in *odd* years. This will ensure the continuity and smooth functioning of society. The election process shall be completed, and results declared by March 15th each year so that the new office bearers will take over charge on the following 1st of April.

The Executive Council will appoint a Returning Officer from the organization located at the **IARI** campus to conduct the elections. The General Secretary shall render all necessary assistance such as stationery, postage, etc. for this purpose. Voting shall be by *secret ballot*. The procedures/guidelines to be followed in the elections shall be decided by the Executive Council. It is the responsibility of the President and the General Secretary to see that the time schedule stipulated in the election guidelines/bye-laws is strictly adhered to and delays avoided at all costs.

If for any reason the election of the President is not completed by March 15 of the stipulated year or is otherwise delayed, the exiting incumbent will cease to be the President from April 1st, and the Vice President will automatically take over the functions of the

President till the election to that office is completed. Similarly, if the elections of the other office-bearers are not by March 15 of the stipulated year, the existing incumbents will cease to hold the respective offices from April 1st of the year. The President shall in such cases appoint an *ad-hoc* committee of *three members* from Delhi, with the senior most performing the functions of the General Secretary to assist him in looking after the affairs of the society until the election is completed expeditiously and the Executive Council formed again.

In the unlikely event of a major stalemate in the society when the elections of the President, as well as the other office-bearers, are stalled indefinitely for some unforeseen reason, the Committee of three senior past President/Honorary fellows (vide class XV below) shall, at the written request of 10 members nominate a President for a period of *six months* from members located at Delhi. The President so nominated shall appoint an *ad-hoc* committee of three members from Delhi (as stated in para above) to assist him and initiate urgent action to conduct elections at an early date.

Eligibility for the post of President was initiated since nowhere in the constitution mentioned this. The point was raised by the Executive committee members, and it has been a unanimous opinion that the president should be a permanent member of the Society with a standing of more than 10 years. He should be holding a position of repute like a professor or equivalent rank. Since the president position is the highest in the Nematology fraternity by which society name fame is associated the person's suitability is in accordance to that. Everyone suggested this kind of opinion. It would also be emphasized that the president should also have experience in the running of society and therefore he should also have contributed to the society as an executive member once. (GB Dated: 13.11.2002)

It was decided that the cut-off list for eligible voters for the NSI elections would be 31st December of the previous year. The election process should start in the month of January each year. Also, it was decided to have a minimum standing of one year for a member to become eligible for voting for standing for an EC. (EC Dated 5.7.2008)

Election Process: In order to avoid the election, process each year, the EC proposed and sought approval of the GB for electing President-Elect (who would take up the charge of President in the next year) along with office bearers. Members of GB welcomed the proposal and gave approval to it. (GB Dated: 24.2.2010).

XV. Amendment of the Rules

The above rules may be amended at any general body meeting of the society by a 2/3rd majority of the votes of the members present subject to the minimum of 30 stipulated under Clause X.

A proposal for any amendment of these rules may be made either by the Executive Council or by any member duly seconded. In the latter case, proposals must reach the General Secretary in writing for circulation to the members of the Society by the date stipulated for the purpose.

The Executive Council may frame/alter bye-laws for the working of the society, inconsistency with the rules, and subject to ratification by the General Body.

XVI. Interpretation of Rules and Regulations

Any difference of opinion regarding rules and regulations shall be referred to a Committee of *three* senior past President/Hon. Fellows of the society, preferably those who are available locally. Their decision shall be final and binding on all concerned. This will be a Standing Committee to be appointed by the newly formed Executive Council for a term of *two* years from April of that year.

XVII. General (violations of Rules and Regulations)

Any member of the office-bearer violating the rules and regulations of the Society or doing anything against the interest of the Society shall be subject to such disciplinary action as recommended by the Disciplinary Action Committee. The Disciplinary Action Committee shall consist of *three* members including a senior President (who will be Chairman) to be appointed by the newly formed Executive Council for a period of *two* years from April of that year. The disciplinary action recommended by the above Committee shall be given effect immediately but may be reviewed by the General Body on appeal.