



**INDIAN SOCIETY OF CELL BIOLOGY**  
(Registered under the Society Registration Act XXI of 1860, Punjab  
Amendment Act 1957)  
(Income Tax Exempted under 80G of the Income Tax Act, 1961, for the  
duration 1/4/1998 to 31/3/2001 vide letter no. Commissioner/62/Head  
Office-II/284/99-2000/1137 dated 17/5/1999)

**Rules & Regulations**  
(Including Amendments up to December 2004)

**1. Membership:**

There shall be six categories of membership, viz.,

- a. **Life member:** Open to all those who are engaged in the field of Cell Biology and allied areas
- b. **Ordinary Member:** Open to all those who are engaged in the field of Cell Biology and allied areas
- c. **Student Member:** Open to all post-graduate and Ph.D. students who are specializing in Cell Biology and allied areas
- d. **Honorary Member:** Those elected by the Society for their contributions in the field of Cell Biology and allied areas
- e. **Sessional Member:** Non-members of the Society wishing to present papers at the annual meeting or any other meeting arranged exclusively or in conjunction with other organizations
- f. **Corporate Member:** Such of the Industries in the corporate sector (public or private) and Institutions whose aims and objectives would be in consonance with those of the Society and whose association, in the opinion of the Executive Committee can materially assist in furthering the work as well as objectives of the Society may be admitted as Corporate Members on payment of such fees as the General body may decide from time to time. Such applications will be accepted by the executive committee at its meeting or by circulation among the members.

**2. Enrollment:**

Application of Membership shall be made on the form provided by the Society and submitted to the President or Secretary for enrollment. For Corporate Members the application will be approved by the Executive Committee of the Society at its meeting or by circulation amongst the Executive Committee members.

**3. Subscription:**

The subscription for the membership of the Society shall be:

**A. For Resident Indians:**

- Life Member : Rs.1500.00 to be paid in one instalment or not more than 2 instalments during one financial year ending March 31
- Ordinary Member : Rs.150.00 for each financial year ending March 31
- Student Member : Rs.100.00 for each financial year ending March 31
- Corporate Member : Rs.3,000.00 payable in not more than three instalments within one financial year ending March 31
- Sessional Member : Rs.100.00 for the particular scientific meeting organized by the Society

**Admission fee**

All fresh members, other than Sessional Members shall pay a sum of Rs.10.00 as Admission Fee in addition to the Membership subscription. Those, whose membership was discontinued due to non-payment of subscription for two consecutive years, shall also pay the Admission Fee when seeking fresh membership.

**B. For non-resident Indians and others:**

Life Member : US\$ 200.00 payable in one financial year  
Ordinary Member : US\$ 20.00 per financial year  
Admission Fee : for New Members, US\$ 5.00

4. **Information:** Information regarding all activities of the Society shall be notified to all Life, Ordinary, Student, Honorary and Corporate Members of the Society.

5. **Privileges of Members:** Honorary, Life, Ordinary and Student members are eligible to:

- Vote at the General Body meeting and in the elections of the office-bearers of Society
- To attend and present a paper during scientific meeting organised by the Society exclusively or in conjunction with other organizations.
- To receive any publication or proceedings published by the Society

Corporate Member shall be entitled to all the privileges of other members of the Society but shall not have the right to contest election nor the right to vote. A Corporate Member can send one delegate for participation in scientific sessions of the Society.

6. **Executive Committee (EC):**

The Executive Committee shall consist of:

1. President
2. Two Vice-Presidents
3. One Secretary
4. One Treasurer
5. One Joint Secretary
6. Twelve Elected Members

The above to be elected by secret postal ballot once in two years from amongst Life, Ordinary and Student Members.

In addition to the above elected members, the Secretary and the Treasurer of the out-going EC will be Ex-Officio members of the new EC provided they have not been elected to some other office.

7. **Functions of the Executive Committee:**

- A.
  - i. The responsibility of running the Society
  - ii. Planning the activities of the Society such as organizing meetings, shop etc.
- B.
  - i. President will preside over the meetings of the Executive Committee and all other meetings
  - ii. One of the Vice-Presidents (determined in alphabetical order), in the absence of the President, will preside over the meetings of the Executive Committee meeting and all other meetings
  - iii. Treasurer will be responsible for
    - (a) the finance of the Society
    - (b) receiving all subscriptions, fees, donations and other money due to the Society
    - (c) issuing receipts for all moneys received on behalf of the Society
    - (d) submitting statement of account at the end of each year for auditing by a person appointed by the Executive Committee

Treasurer shall not disburse, salary, honoraria to any person or incur any expenses without expressed sanction of the Executive Committee.

- iv. Secretary will be Executive Officer of the Society and shall be responsible for
  - (a) all day-to-day activities of the Society
  - (b) maintaining minutes of all the meetings of the Executive Committee and the General Body
  - (c) convening the Executive Committee and General Body meetings
  - (d) maintaining all records of the Society
  - (e) submitting an Annual statement of activities of the Society to the Annual General body
- v. Joint Secretary will assist the Secretary in all the above mentioned duties of the Secretary

**8. Honorary Executive Secretary:**

The Indian Society of Cell Biology's headquarters will be located at Varanasi and an Honorary Executive Secretary be appointed at the headquarters for smooth functioning of the Society. The Executive Secretary will be nominated by the Executive Committee from amongst the Life members working at the headquarters of the Society for a period of five years so that the term of Executive Secretary overlaps with the term of Executive Committee for better continuity of the affairs. The Executive Secretary shall be responsible for:

- (a) safe-keeping (archiving) of Society's records
- (b) providing information and guidelines to the elected Secretary
- (c) providing assistance to the EC in maintaining accounts
- (d) to file income tax returns
- (e) safe-keeping and maintenance of accounts of Society's assets.

Investments of the Society's funds shall be jointly made by any two of the elected authorized signatories (President, Secretary, Treasurer and in absence of Secretary, the Joint Secretary) and the Executive Secretary.

The interest/dividend etc. on Society's investments will be received by the Executive Secretary at headquarters and the amount so received shall be duly transferred to the Society's bank account operated by the elected Secretary/Treasurer.

The Executive Committee will prepare a separate annual budget for the headquarters and provide that amount to the Society's bank account at the headquarters which will be operated by the Executive Secretary.

The Executive Secretary shall participate in every Annual General Body and Executive Committee meetings of the Society. If required, the Executive Secretary may be paid travel expenses (normally limited to AC 2 Tier return fare) by the organizers of the Annual All India Cell Biology Conference for attending these meetings. No other honorarium shall be payable to the Executive Secretary.

**9. Finance:** The financial year will commence from April 1 of every year and will terminate on 31st March of next year.

The bank account of the society shall be operated jointly by any **TWO** of the following: President, Treasurer, Secretary and in the absence of Secretary, the Joint Secretary. The persons to operate the account will be duly authorized by each Executive Committee.

**10. Filling of List of Members of the Executive Committee:** Office-bearers will be elected every other year and on or before the 14th day succeeding the elections of the Society, a list shall be filed with the Registrar of Joint Stock Companies of the names, addresses and occupations of the members of the Executive Committee of the Society.

**11. Suits by and against the Society:** The Society may sue or may be sued in the name of the President of Society.

**12. Amendments to the Constitution:** Propositions for any amendment, extension, abridgement or deletion of constitution of the Society including the purpose for which it has been established, and any decision on the amalgamation of the Society either wholly or partially with any other society shall be announced by a circular to all members of the Society at least 3 months before holding a special meeting for the said purpose of the members. In the Special meeting two-thirds or more members present at the meeting should vote in favour of the proposal for its acceptance.

**13. Dissolution of the Society:** Any member not less than two-thirds of all members of the Society, may determine by their votes in General Body Meeting that it shall be dissolved and thereupon it shall be dissolved forthwith or at the time agreed upon and all the necessary steps shall be taken for the disposal, settlement of the property of the Society, its claims and liabilities by the Executive Committee of the Society. In the event of any dispute arising among the members of the Executive Committee, the adjudgement of its affairs shall be referred or the Principal court of original Civil jurisdiction of the district in which the chief building of the Society is situated and the court shall make such order in the matter as it shall deem requisite.

## **NO MEMBER TO RECEIVE PROFIT AFTER DISSOLUTION**

If upon the 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 members of the Society or any of them, but shall be given to some other Society, to be determined by the votes of not less than two-thirds of the members present personally or by proxy at the time of dissolution or in default thereof, by such court as aforesaid.

- 14. Member Defined:** A member of the Society shall be Honorary, Life, Ordinary, Student and Corporate Member and shall have paid the necessary subscription. No person shall be entitled to vote or be counted as Member whose subscription at the time shall have been in arrears for a period exceeding two years.
- 15. Quorum:** One half the members of the Executive Committee shall be present for its meetings. For the general body, quorum will be one-third of the total membership of the Society.

All the provisions of the Societies Registration Act XXI of 1860 (Punjab Amendment Act 1957, as extended to Union Territory of Delhi) will apply to the Society.