

Ocean Society of India

Regn. No : ER 360/06



**Naval Physical & Oceanographic Laboratory
(NPOL), Trikkakkara P.O., Kochi - 682 021**

**RULES AND REGULATIONS
OF
OCEAN SOCIETY OF INDIA
SECTION A — RULES**

1. General

- 1.1 The name of the Society shall be “Ocean Society of India”.
- 1.2 The Registered Office of the Society shall be situated at Naval Physical & Oceanographic Laboratory (NPOL), Thrikkakara (P.O.), Kochi- 682 021.
- 1.3 The Jurisdiction of the Society will be confined to the all over India.
- 1.4 The functional year of the society shall begin on 1st January.
- 1.5 The Society shall be a non-profit organisation solely devoted to academic pursuits in science, engineering, technology and allied fields related to oceans. None of its income or assets shall accrue to the benefit of its members.

2. Objectives

- 2.1 The objectives of the Society shall be advancement and dissemination of knowledge in science, technology, engineering, and allied fields related to oceans. To achieve these objectives' the Society will strive -
 - 2.1.1 to provide a forum for sharing the knowledge and experience of individuals, scientific institutions and industrial organizations for promoting science, technology, engineering, and allied fields related to oceans.
 - 2.1.2 to act as a link among academic and R&D institutions, national policy making bodies, operational organisations and ocean industries by organizing programs such as short-term courses, lectures, symposia and topical reviews.

2.1.3 to act as the exchange bureau for dissemination of scientific and technical information by way of periodic and special publications.

3. Membership

3.1 Members of the society shall be of following types.

- a. Member
- b. Life Member
- c. Student Member
- d. Associate Member
- e. Institutional Member
- f. Corporate Member

3.1.1 **Member:** A person who is associated with teaching or research or any other activity that promotes the knowledge of science, technology, engineering and allied fields related to oceans, is eligible to apply for membership after paying the required fee. A member should have a minimum qualification of either Bachelor's Degree in science/ technology / engineering or at least 3 years of professional experience in any ocean related field. A member is entitled to the following rights and privileges of the Society.

- a. To participate and vote in the General Body meeting.
- b. To participate in all meetings and other activities of the Society.
- c. To nominate other members and to contest election for the Governing Council of the Society.

3.1.2 **Life Member:** Any person who is eligible to become Member may choose to apply for Life Membership after remitting the required fee. A Life Member shall be entitled to the same rights and privileges as a Member. In addition a certificate will be given as "Life Member" of the Society.

- 3.1.3 **Student Member:** A student registered for a Graduate/ Post-Graduate course or PhD at any recognized educational institution / university in any subject related to ocean can be enrolled as Student Member on payment of the required fee. To become eligible to apply for Student Membership one should not be drawing any salary or emoluments other than the normal scholarship or fellowship. Student Member shall not have the right to vote or to hold elective office, but is eligible to participate in all the activities of the Society.
- 3.1.4 **Associate Member:** A person who has interest in promoting the objectives of the Society, but otherwise not eligible for membership as described under articles 3.1.1 to 3.1.3 may be admitted as an Associate Member on payment of the requisite fee. Associate Member will not have the right to vote and also will not have the right to hold any elective office.
- 3.1.5 **Institutional Member:** A registered /recognised institution which is interested in promoting the objectives of the society shall be eligible to apply to become an Institutional Member on payment of the required fee. An Institutional Member can nominate one representative who shall have the right to vote but shall not be eligible for holding an elective office of the Society.
- 3.1.6 **Corporate Member:** An organization engaged in promoting research/ manufacture/ maintenance/ trade/ business related to oceans, marine instrumentation and marine technology shall be eligible to apply to become a corporate member after paying the required fee. A Corporate Member can nominate two representatives who shall have the right to vote but shall not be eligible for holding elective office of the Society.
- 3.2 **Membership Fee:** The Governing Council will propose the entrance fee and annual subscription for Members, Student Members, Associate Members, Institutional Members and Corporate Members and the lump sum payment for Life Members from time to time for approval of the General Body.

4. General Body

- 4.1 The General Body will be the supreme authority of the Society and shall meet at least once in a year.
- 4.2 All members who have voting rights shall constitute the General Body.
- 4.3 General Body shall lay down the principles of the working of the Society from time to time by enacting necessary Statutes and Regulations.
- 4.4 On recommendation of the Governing Council, the General Body shall: (a) Admit new members. (b) Terminate membership whenever deemed necessary.
- 4.5 In all matters except amendments to Statutes, the decisions of the General Body will be by a simple majority of votes.
- 4.6 The General Body can amend any Statute provided more than 75% of the total votes polled favour it and also provided that a minimum of 40% of the total members of the Society having voting rights should have voted. All members with voting rights shall be given the opportunity to vote including postal ballots if necessary.
- 4.7 The General Body shall have the powers to make Regulations.
- 4.8 The General Body shall appoint a qualified auditor to audit the accounts of the Society for a period of two years.

5. Governing Council

- 5.1 The Society shall have a Governing Council (hereinafter called the Council). The Council shall function and arrange for the conduct of the business of the Society observing the Statutes and Regulations.

5.2 The Council shall comprise of the following elected members who shall be Members or Life Members of the Society:

(a) Elected Members

President	1
Vice-Presidents	2
General Secretary	1
Joint Secretaries	2
Treasurer	1
Council Members	8

(b) Immediate Past President	1
Immediate Past General Secretary	1
Editor of the Journal of the Society	1

5.3 The Council shall hold office for two years and it shall be the duty of the Council to complete the election process well before the expiry of its term.

5.4 The Council shall transact business by conducting periodic meetings at least once in six months.

5.5 The decisions of the Council shall be by a majority vote, with the President having a casting vote.

5.6 The Council shall fill vacancies by co-opting suitable members or Life members of the Society and they will hold office until the following annual General Body meeting.

5.7 The Council shall keep proper and detailed accounts of the assets, receipts and expenditure of the Society.

5.8 The annual accounts of the Society shall be audited by a qualified auditor appointed by the General Body.

- 5.9 The Council shall arrange for the annual General Body meeting and arrange to place in the meeting the annual report and the audited accounts of the Society.
- 5.10 The absence of any member for three consecutive Council meetings without valid reason will cause cessation of the elective position.
- 5.11 The Council shall make recommendations to the General Body for:
- (a) Admitting new members.
 - (b) Cessation of membership whenever deemed necessary.
- 5.12 Pending approval of the cessation of memberships by the General Body, the Council shall have the power to suspend any member for a period not exceeding one year.
- 5.13 The Council shall have the financial powers to conduct activities of the Society.

6. Fellows and Awards

- 6.1 **Fellows:** An individual who has made outstanding contributions in any field related to oceans can be considered for being honoured as a Fellow of the Society. This honour will be conferred on such distinguished personalities on recommendation by the Governing Council and approval of the General Body. The Governing Council shall recommend the procedure for selection of Fellows and it should seek the approval of the General Body before its implementation.
- 6.2 **Awards:** The Society shall honour eminent scientists/ engineers and other professionals who have contributed to the growth of any ocean related field.

7. Journal

- 7.1 The Society will strive to bring out a Journal with quality research articles pertaining to the oceans. The Editorial Board for the Journal will be decided by the Governing Council. The Editor of the Journal will serve as ex-officio member of the Governing Council.

8. Symposium

- 8.1 The Society will strive to organize an annual symposium related to oceans.

9. Regulations

- 9.1 Provision for the conduct of the affairs of the Society shall be made, as necessary, by means of regulations attached to the Rules of the Society. The Regulations are made by majority vote in the General Body.

10. Dissolution

- 10.1 In the unlikely event of dissolution of the Society all assets of the Society shall be donated to some non-profit organisations with similar objectives and character and in no event shall such assets be distributed to members of the Society.

SECTION B - REGULATIONS

1. Cessation of Membership

- 1.1 Membership shall cease:
- a. on resignation from the Society.
 - b. automatically on default of payment of the prescribed subscription. Council may relax the provision of this rule in special circumstances.
 - c. by a special resolution of the General Body for any conduct prejudicial to the interests of the Society.
- 1.2 A person whose membership has lapsed under (a) or (b) of 1.1 above may be readmitted as a new member at the discretion of the General Body on recommendation by the Council.

2. Governing Council

- 2.1 Election of Council Members shall be conducted by the General Body.

2.2 Approval of the elected members of the Council for the ensuing term by General Body.

3. General Body Meetings of the Society

3.1 General Body meetings of the Society shall be of three kinds (a) Ordinary (b) Extra ordinary and (c) Annual.

3.2 Ordinary and Extra Ordinary General Body meetings:

3.2.1 50 members or 30% of total members of the Society whichever is lower shall constitute a quorum.

3.2.2 The President of the Society will chair the meeting. The Chairman shall have the power, when he considers that the meeting has been unduly prolonged, to carryover the unfinished business to the next meeting.

3.2.3 Ordinary General Body meetings may be held as often as the Council may consider it necessary.

3.2.4 If more than 30% of the members of the Society sign a requisition that an extraordinary meeting of the General Body be held, the General Secretary shall convene such meeting within, 30 days of the request. If the General Secretary fails to convene such a meeting, those who have signed the request will be entitled to convene such a meeting giving 30 days clear notice to all members of the Society.

3.3 Annual General Body meeting

3.3.1 Annual General Body meeting shall ordinarily be held in December (but not later than the following 31st January) for which 30 days' notice shall be given along with the agenda of the meeting.

3.3.2 The quorum for the Annual General Body meeting shall be 50 members or 30% of the total members of the Society, whichever is lower, who are entitled to vote at meetings of the General Body except for meetings adjourned for want of quorum, for which no quorum is necessary.

3.3.3 The date and time of the adjourned meeting shall be decided by the President.

3.3.4 The business transacted at the Annual General Body meeting shall be:

(a) Presentation and approval of the annual report and audited accounts presented by the General Secretary.

(b) Presidential address.

(c) Transaction of any other business for which notice has been given or as may be permitted by the President / Chairman of the meeting.

3.3.5 The Annual General Body meeting can be held at any place as per the decision of the Council.

4. Meetings of the Council

4.1 The Council will meet at least once in 6 months, or more frequently if requisitioned by more than half of the members of the Council.

4.2 At least seven days' notice shall be given for ordinary meetings of the Council except in the case of requisitioned meetings in which case the period of notice may be reduced at the discretion of the President.

4.3 A meeting of the Council adjourned because of non-completion of agenda will be held on such day as majority of the members present on that day decide.

4.4 At meetings of the Council 7 members will form a quorum.

4.5 The minutes of the meetings of the Council shall be circulated to all the members of the Council.

5. President and Vice-Presidents

5.1 The duties and powers of the President shall be as follows:

(a) To preside at all meetings of the Society and of the Council and to regulate the proceedings at such meetings.

- (b) To decide on the interpretation of any Rule, in case of doubt. President's interpretation shall hold until the next meeting of the Council. The matter could be referred to the General Body if the Council so feels.
- 5.2 In matters calling for urgent action, the President may adopt such measures at President's discretion and report action taken
- 5.3 In cases of absence of the President, the Governing Council may designate the senior (in terms of votes polled in the election) of the two Vice-Presidents to perform the functions of the President.

6. General Secretary and Joint Secretaries

- 6.1 The duties and powers of the General Secretary shall be as follows:
 - a. To conduct the correspondence of the-Society and of the council, and to Sign letters and papers emanating from the Soc1ety.
 - b. To attend the meetings of the Society and of the council. To record minutes of the proceedings of meetings.
 - c. To enter or cause to be entered, in the Minute books, all the proceedings of the society and of the Council before the following meetings, and to see that all letters and papers and documents of every kind connected with the business Of the Society are properly filed and preserved.
 - d. To exercise general supervision over the employees and affairs of the Society and to assist in carrying out the Regulations and Orders made by the Council.
 - e. To incur contingent expenditure as may be necessary for carrying out the functions of the Society as defined by Council from time to time.
 - f. To present the audited statement of accounts in the annual General Body meeting.

- 6.2 The duties and powers of the Joint Secretary shall be as follows:
- (a) In the absence Of the General Secretary, the senior most Joint Secretary (in terms of votes polled in the election) will perform the duties of General Secretary with prior authorization from the General Secretary or President.
 - (b) Joint Secretary would assist the General Secretary in discharging duties of the General Secretary.

7. The Treasurer

- 7.1 The Treasurer shall be responsible for handling the funds of the Society and also the assets of the Society. The Treasurer shall be responsible for the maintenance of accounts of the Society. The Treasurer will also furnish the information regarding the financial position of the Society when called upon to do so by the Council.

8. Funds

- 8.1 The funds of the Society shall consist of:
- a. Subscriptions
 - b. Donations
 - c. Grants from Government or other interested organisations.
 - d. Sale of Journal and other literature published by the Society
 - e. Advertisements in the Publications of the Society
 - f. Any other money received
- 8.2 Such funds of the Society as are not invested in any manner in accordance With the decisions of the Council shall be deposited in a bank approved by the Council provided that the council may authorise the General Secretary or Treasurer or any other member of the Council to keep in hand such amount in cash, not exceeding Rs.5000/- at a time, as may be considered necessary for day-to-day expenses.

8.3 The bank accounts shall be operable by any two of the following signatories signed jointly: President, General Secretary and Treasurer.

8.4 For with drawls of money more than Rs. 1, 00, 000/- (Rupees One Lakh) or more President's prior approval shall be obtained.

9. Audit of Accounts

9.1 The accounts of the Society shall be audited at the end of each functional year by auditor or auditors appointed at the pervious annual General Body meeting.

Certified to be the true copy of the Rules and Regulations of
OCEAN SOCIETY OF INDIA

Name of the Council Member

Signature

1.

2.

3.