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## **MEMORANDUM, RULES AND REGULATIONS**

**OF**

## **INDIAN SOCIETY OF SEED TECHNOLOGY MEMORANDUM**

**(Revised and Adapted on April 22, 2017)**

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OF  
INDIAN SOCIETY OF SEED TECHNOLOGY  
MEMORANDUM**

**(Revised and Adapted on April 22, 2017)**

**I. Name of the Society:**

Indian Society of Seed Technology

The ‘Society’ means all the members of Indian Society of Seed Technology who have voting rights.

**II. Address of the Society:**

The permanent office of the Society is located at ICAR- I.A.R.I. Campus, New Delhi-110012, which is as under:

Indian Society of Seed Technology  
F-5, A Block, NASC Complex,  
Dev Prakash Shastri Marg, Dasghara,  
New Delhi-110012.

Phone no.:011-25840278

Email: [isst1971@gmail.com](mailto:isst1971@gmail.com)

However, the society will function from the registered address, which is as under:

Indian Society of Seed Technology

Division of Seed Science and Technology

ICAR-Indian Agricultural Research Institute, New Delhi-110012

Registration No.: 4888 dated 25.03.1971

### **III. Aim and Objectives:**

The aims and objectives of the Society shall be:

- (a) To promote scientific, technological and professional work in seeds;
- (b) Maintain and encourage the highest proficiency and professional standards among the members to promote the best interest of the use of good quality seed and the seed industry;
- (c) Encourage research, accumulate information and disseminate knowledge on seed technology;
- (d) Provide facilities for association and conference on seed technologies;
- (e) Work towards the fullest cooperation among all seed technologists including personnel working in seed testing, seed certification, seed law enforcement, seed research, seed production, seed distribution;
- (f) Cooperate with Central and State Governments, agricultural universities, seedsmen associations and all other agencies interested in the furtherance of seed technology and the use of good quality seed.

### **RULES AND REGULATIONS**

1. The Association shall be an organization of person actively involved in any aspect of seed Technology.
2. The headquarters of the Society shall be located at New Delhi.
3. **Membership**

The membership of the Society shall be open to persons/ organizations/institutions actively involved in any aspect of Seed Technology.

There shall be following categories of members:

- (a) Life members- Individuals or Associates.

- (b) Annual members- Individuals or Associates for a period of one calendar year.
- (c) Honorary members- They shall be the eminent persons well known for their work for the cause of seed technology and shall not have voting rights.
- (d) Associate members- Any corporate or institution interested in fulfilling the objectives of the Society may be admitted as Associate member on annual or life basis. Such members shall not have voting rights.

#### **4. Enrollment of New Members:**

- (a) A life or Annual member or associate member shall be admitted to the Society after being proposed by any Life or Annual member of the Society to whom she/he is known. The names of the applicants, with the names of the members proposing them, shall be placed before the Executive Council for approval.
- (b) Every membership application shall be accompanied by the appropriate entrance fee and subscription.
- (c) Honorary members shall be recommended by the Executive Council to the Society and ratified at a General Body Meeting. Their membership shall be effective from the date of ratification. There shall be no more than three honorary members elected annually.

#### **5. Privilege of Members:**

- (a) Life and Annual members whose subscription is not due shall have the right to vote at all meetings of the Society, to propose candidates for admission and to receive such publication of the Society as the Council may determine. They shall also have the privilege of introducing visitors whose names together with the name of the introducing member shall be entered in a book kept for the purpose to the ordinary scientific meetings of Society. Voting by proxy shall not be permissible.
- (b) Honorary members shall enjoy all the privileges of Annual members without having to pay the subscription, except that they shall not be eligible for any office or to vote at the meeting of the Society.

## **6. Admission Fee and Subscription:**

- (a) There shall be an admission/registration/entrance/enrollment fee of Rs. 50/- or \$1 for all categories of members.
- (b) The annual subscription of individuals for Annual membership shall be Rs. 500/- or \$30 payable in advance, and shall become due on the 1<sup>st</sup> January every year, except that an applicant elected during the month of November or December shall not have to pay the subscription for the current year, unless the member desires to receive the publications payable either in lump sum or installments within a year from the date a member applies for life membership.
- (c) The life membership Fee shall be equal to twelve annual subscriptions (i.e. Rs. 6000/- or \$400) payable either in lump sum or installments within a year from the date a member applies for life membership.
- (d) Annual members, who have held their membership of the Society for more than twelve year, shall be eligible to commute a portion of the membership fee paid in the previous year, towards payment of life membership fee. The membership fee paid during the first twelve years shall not, however, reckon for the purpose of commutation. Out of the Annual membership fee paid after the first twelve years, one half of the aggregate amount, subject to a maximum of Rs. 3000/- or \$180 shall be reckoned towards life membership fee, provided member submit an application for commutation in writing to the Society accompanied by the balance amount of life composition fee in lump sum.
- (e) The annual subscription of associate members shall be Rs. 10000/- or \$500 and life subscription shall be Rs. 75000/- or \$1500 payable in advance. The annual subscription shall become, due on 1<sup>st</sup> January every year except that the member elected during the months of November or December shall not have to pay the subscription for the current year unless one desires to receive the publication of the Society issued to the members in that year.
- (f) Members whose subscriptions are pending for more than a year shall be excluded from the privileges of member, until they have paid their dues. A list of all such members, showing the amounts due from them shall be submitted by the Secretary to the President

at each ~~Annual~~ General Body Meeting and shall be read out at the request of any member present at the meeting.

- (g) Towards the end of the Financial Year, the treasurer shall send a reminder to every member, whose subscription is due. If the arrears are not paid within two months of the dispatch of the letter the Council may remove the member's name from the Society's register.
- (h) Any member whose name has been removed from the register of the Society under the preceding rule may be re elected on payment of all arrears.

## **7. Executive Council:**

There shall be an Executive Council which shall be responsible to carry on all the affairs of the Society on behalf of the members.

The Executive Council shall consist of:

A President, two Vice-Presidents, a Secretary, a Joint Secretary, a Treasurer, a Chief Editor and six Councilors elected by the General Body. The six Councilors shall be chosen from different zones of the country such as East, Delhi, North, South, Central and West, from each except Central and West wherefrom two from each shall be chosen.

The 'Council' means all the elected office bearers of the Executive Council of the Indian Society of Seed Technology.

## **8. Functions of Officers:**

- (a) The President shall convene and preside at meetings of the Society and the Executive Council. The President shall be an ex-officio member of all committees of the Society.
- (b) The Vice-Presidents shall assist the President and carry out such of those duties allocated to them. The senior Vice-President will carry out the duties of the President during the latter's inability or absence. The second Vice-President will perform the duties of the President during the absence of both the President and senior Vice-President. The seniority in Vice-Presidency shall be determined by the date of election or by the number of votes polled in the case of election on the same day.

- (c) The Secretary shall be responsible for recording the proceedings of the general meetings of the Society as well as the Council and conduct of business of the Society. She/he will also serve as the *ex-officio* member of the editorial board.
- (d) The Treasurer shall keep accounts, shall receive deposits and disburse money on behalf of the Society as per the directions of the Council.
- (e) The Chief Editor shall be responsible for the editing and publishing of the journal and all other publications of the Society. She/he shall serve as Chairman of the Editorial Board and send a panel of two names each for Seed Research and Seed Tech News to the Executive Council to select one each for the position of Editor Seed Research and Seed Tech News, respectively. For efficient working of the editorial board, the Chief Editor will propose 10 names for editors from any part of the country or abroad to the Executive council. The Council shall appoint the Editorial Board constituted of the Chief Editor, Editors of Seed Research and Seed Tech News, and 7 members having specialisation in Seed production and breeding, Seed testing, Quality enhancement, Seed molecular biology and basic sciences, Seed processing and marketing, Seed storage and Seed health. The editors shall also act as the Referee of the papers in their respective field of specialization, besides other referees whom the Chief Editor sends the papers for review and comments. The Chief Editor shall be responsible for calling the meeting of the Editorial Board to discuss the matters pertaining publications, however, any matter pertaining to policy and cost of printing shall be considered and decided by the Executive Council.

## **9. Election/Nomination of Office Bearers:**

- (a) Only the life members of the Society can be elected as the office bearers.
- (b) The term of the President and all other office bearers shall be for three years.
- (c) The Executive Council will nominate, any eminent seed technologist whom it feels deemed fit, as Chief Editor who shall be the Chairman of the Editorial Board.

- (d) No member of Society can be elected for more than two consecutive terms in any of the position(s) in Executive Council, except for nomination of Chief Editor/Editor.
- (e) All elections to the Offices shall take place at the General Body Meeting of the Society, being attended by at least 100 members or voting through secret ballot, as may be decided by the Executive Council. The provision shall be made for holding elections of office bearers in such a manner so as to enable all the members who are attending the General Body Meeting to exercise their right of choosing office bearers. The interim vacancies being filled up by the Executive Council through nomination. Only members who were on rolls as on December 31 of the preceding year and have paid their dues for the said year will be eligible for nomination and participation in the election.
- (f) The Executive Council or the General Body shall nominate a life member of Society in scale of professor or above as the returning officer to conduct free and fair elections of the office bearers.
- (g) The returning officer shall announce dates of elections, if done through voting or secret ballots. She/he shall be required to give at least three months' of time for receipt of nominations and completion of voting process etc.
- (h) Nomination forms of individual members shall be duly proposed by one and seconded by any other life member. One life member cannot propose or second more than one individual member for a particular position.
- (i) The returning officer shall ensure at least one week before the election a brief account, not exceeding 100 words, of all candidates be uploaded in the ISST website, so as to help members select the right candidates.
- (j) The Secretary shall be elected from the functional headquarters of the Society, located at Division of Seed Science and Technology, ICAR-Indian Agricultural Research Institute, New Delhi-110012. However, Joint Secretary and Treasurer could be elected from any of the ICAR Institutes/Organizations located in New Delhi and ICAR Head Quarters.

(k) A list of the names, addresses and occupations/ designation of the Executive Council members shall be filed with the Registrar of Joint Stock Companies once in a year, on or before 31<sup>st</sup> March.

**9A. Financial Powers:**

All expenditure shall be made only with the prior sanction of the Executive Council inclusive of any increase from the existing rates of printing, stationery or honorarium to staff. Provided, however, the Secretary, Treasurer or Chief Editor shall have powers of spending not more than Rs. 5000/- each, at a time and not more than four instances in a year subject to the ratification by the Executive Council later.

**10. Meeting of the Council:**

(a) Council meetings shall be held periodically at the discretion of the President or at the request of one-third of the members of the Council.

(b) The date and time of holding such meetings of the Council shall be notified by the Secretary to every member of the Council at least one month, except in extraordinary cases, before the date on which such meeting is to be held. However, non-receipt of such notice by any member of the Council shall be in no way being the reason to invalidate the proceedings of the meeting. A minimum of five members of the Council shall form a quorum.

(c) Extraordinary meetings of the Council shall be called by the President on a requisition signed by at least three members of the Council or at his own discretion, wherein she/he shall direct the Secretary to issue notice(s) for the purpose.

**11. Meetings of the Society:**

(a) General meetings of the Society shall be presided over by President, or, in his absence, the Senior Vice-President, Second Vice-President or by one of the members of the Council present, or by a member elected by the meeting for the purpose.

(b) An extraordinary meeting of the Society shall be called if one-third of the members of the Society send a signed requisition to the Secretary for holding such a meeting.

**12. General Body Meeting of Society:**

- (a) The General Body Meeting of Society shall be held at least once in two years.
- (b) Extraordinary General Body meetings of the Society may also be called by the President or if one-third of the members of the Society send a signed requisition to the Secretary for holding such an extraordinary General Body Meeting.
- (c) The tentative date of the General Body Meeting shall be announced/ notified by the Council about two months before the meeting and all notices of motions shall be received by the Secretary at least one month before the meeting. The President will address the meeting.
- (d) All accounts of the Society shall be audited annually by a qualified Chartered Accountant appointed at each General Body Meeting for the purpose, including fixing the of audit fee. The treasurer shall submit to the Auditor, by the end of March each year, all records pertaining to the accounts of the society for the preceding year. The Audited Accounts and Auditor's report shall be placed before the General Body Meeting for approval.

**13. Society's Publications & Editorial Board:**

The Society shall publish a Journal 'Seed Research' and Seed Tech News. The Editorial Board in collaboration with the Editors shall be responsible for the publication of Seed Research and Seed Tech News. The Society may bring out such other publications, as it deems desirable/ fit to provide seed technologists and others with relevant information on any seed technology related issues. A separate Editorial Board may be constituted by the Executive Council for this purpose, which shall be responsible for such other publications.

**14. Withdrawal or Removal of Members and Office bearer(s):**

- (a) A member may withdraw from the Society by signifying her/his desire to do so in a letter addressed to the Secretary. The Society, however, shall not be liable to return any fee that may have been paid by the member in advance.

- (b) A member who has withdrawn and whose subscription is not pending shall automatically recover the privileges of membership without re-election, if she/he rejoins the Society within year of withdrawal. She/he shall be liable to pay all dues as if he had not withdrawn at all.
- (c) The Council shall have power to remove any members of the Society from its roll.
- (d) The Council shall have power to remove any office bearers, who in the view of Executive Council is impending the work and growth of the Society. Decision of such removal will be through majority of the Executive Council.

## **15. Property of the Society**

- (a) The property, movable and immovable, belonging to the society shall be deemed to be vested for the time being in the name of Executive Council and in all proceedings, civil and criminal, shall be described as the property of the Executive Council of the Society by their property title.
- (b) The income and property of the Society from wheresoever's derived shall solely be spent in the promotion of its objectives as set forth in the memorandum, and no portion thereof shall be distributed among its members by way of dividend, bonus, etc.

## **16. Amendment of the Rules:**

- (a) The above rules may be amended at any General Body Meeting or at an Extraordinary General Body Meeting of the Society called for the purpose, by a two-thirds majority of the members present and voting.
- (b) A proposal for the amendment of these Rules may be made either by the Council or by any member. In the latter case, it must reach the Secretary in writing at least one month before the date of holding of General Body or extraordinary meeting for circulation to all members of the Society.
- (c) The Council may, with the sanction of the Society, frame or alter any bye-laws, not inconsistent with its rules for the functioning of the Society.

**17. Suits by and against the Society:**

- (a) The Society will sue or be sued in the name of the President.
- (b) No suit or proceeding in any Civil Court shall abate or discontinue by reason of the person, by or against whom such suit or proceedings shall have been brought or continued, dying or ceasing to fill the character in the name whereof she/he shall be continued in the name of or against successor of such person.

**18. Enforcement of judgment against Society:**

If a judgment shall be recovered against the person of officer named on behalf of the Society, such judgment shall not be put in force against the property movable or immovable, or against the body of such person or officer, but against the property of the Society.

**19. Dissolution of Society and adjustment of its affairs:**

- (a) If more than three-fifth members of the Society determine that it shall be dissolved, and thereupon it shall be dissolved forthwith, or at the time then agreed upon, and all necessary steps shall be taken for the disposal and settlement of the property of the Society, its claims and liabilities, according to the rules of the said Society applicable thereto, if any, and if not, in the event of any dispute arising among the said governing body or the members of the society, the adjustment of its affairs shall be referred to 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 orders in the matter, as it shall deem requisite.
- (b) If, at any time the Society is dissolved and if there shall remain upon dissolution, after the satisfaction of all its debts and liabilities, and property whatsoever, the same shall not be paid or distributed among the members of the Society but shall be given to some other Society to be determined by the votes of not less than three fifths of the members present personally at the time of dissolution.

**20. Compulsory Provisions:**

The necessary provisions of the Registration of Societies Act XXI, 1860 shall be applicable to the Society:

This memorandum, rules and regulations of Indian Society of Seed Technology adapted on April 22, 2017 by the General Body of the Society held at SKRAU, Bikaner which are to be referred for carrying out all business of the Society. All other than these bye-laws framed/formulated/printed earlier shall be null and void.

Certified that this is the correct copy of the rules and regulations of this Society.

-Sd-

President  
(S. Rajendra Prasad)

-Sd-

Secretary  
(Shiv K. Yadav)

## **INDIAN SOCIETY OF SEED TECHNOLOGY AWARDS**

**(Adapted in 27<sup>th</sup> GBM of ISST on January 29, 2017)**

The Society has instituted various categories of Awards for recognizing the meritorious and distinguished scientists/professionals/practitioners and other eminent persons. The main objective of the Society to confer these awards is to recognize and support excellence in research, technologies and innovations particularly in seed science.

### **General Guidelines:**

1. The Society shall give wider publicity for these awards amongst the promising candidates.
2. The candidates have to apply for the award in proper format and attach all supporting documents with respect to claims made in the application.
3. The Committee(s) constituted for the purpose of selecting will propose the name(s) of awardee(s) based on their applications and/or presentations.
4. Decision of the President, ISST shall be final.
5. The Society reserves the rights to change the criteria and/or cancel any or add new award(s).

The following awards are to be given during Annual General Meeting of the Society:

1. **ISST Fellow: The awardees will be given a certificate and memento. The applications are invited for ISST Fellow Awards from individuals meeting the following criteria;**
  - a. The candidate should be the life member of ISST at least for 10 years.
  - b. He/she should have published at least 3 research papers in ‘Seed Research’ journal.

**2. ISST Young Scientist Award:** The scheme of ISST Young Scientist Award is introduced for promising Young Scientist/Professional who is working on seed. This award is to encourage them to be associated with the Seed Science and Technology. The awardees will be given a certificate and memento. The applications will be invited for Young Scientist Awards for each calendar year from individuals meeting the following criteria;

- The scientist/professional should be the life member of ISST.
- The scientist/professional should be below 40 years of age on December 31 of that calendar year for which the award is applied.
- One award shall be given for each calendar year.
- The selected scientist/professional shall be required to make a presentation of his/her significant contributions to Seed Science and Technology made till December 31 of that calendar year for which the award is applied.

**3. ISST Best Research Paper Award:** To motivate the scientists to publish their best research findings in 'Seed Research' journal. The awardees will be given a certificate and memento. Society will nominate authors of one paper for the ISST-Best Research Paper published in 'Seed Research' following the criteria;

- The author(s) should be the life member of ISST.
- The award will be given to the best research paper published during each calendar year in 'Seed Research' journal.
- Author(s) of selected best paper may be required to make a presentation of 10 (8+2) minutes of his/her publication/ work.

**4. ISST Best Oral Presentation Award:** This award is introduced to encourage promising Scientist/Professional/Student working on seed to speak about his/her research on public platform and learn through discussions with the learned audience. This would also inculcate the habit of making good presentations, better management of time and to develop confidence. The awardees will be given a certificate and memento. Following will be the criteria for ISST Best Oral Presentation Award;

- a. The scientist/professional/student should be the member of ISST.
- b. Maximum of five papers may be selected for oral presentation from the abstracts submitted in each theme by the Committee nominated by EC for the purpose.
- c. Author(s) of selected best paper shall be required to make a presentation of 10 (8+2) minutes of his/her publication/work.
- d. Best presentation from the presentations made in each of themes of seed seminar will be selected by the three members Judging Committee constituted for this purpose.

**5. ISST Best Poster Award:** This award is introduced to encourage promising Scientist/Professional/Student working on seed to best depict their research findings in form of posters and learn from interactions with the stalwarts of his/her field of specialization. Three posters for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place from each theme of seed seminar will be selected for award. The **awardees will be given a certificate and memento.**

- a. The scientist/professional/student should be the member of ISST.
- b. Papers for poster presentation will be selected from the abstracts submitted in each theme by the Committee constituted for the purpose.
- c. The scientist/professional/student should be required to display the poster at the designated place and time and required to be present throughout for interactions with the delegates and Committee.
- d. The three members Judging Committee constituted for the purpose of evaluation would judge posters exhibited in each theme of seed seminar and propose for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place based up on the content, quality of display and clarity of ideas.

**6. Ch. Amir Singh Memorial Lifetime Achievement Award:** This award named after the Founder President of ISST will be given to an eminent person who is known for his/her distinguished career and services to the cause of seed science and technology and/or

popularization of quality seed and/or maintenance of varieties including land races and/or extension/transfer of technology. The award consists of a scroll, a memento, a certificate and the minimum cash prize of Rs. 51,000/- which would preferably be given in presence of any one of family members of Late Ch. Amir Singh. The scientist/professional may be proposed based on the following criteria;

- a. Any one scientist/professional may be proposed by any of members and seconded by any two other members of ISST for each calendar year.
- b. The proposer will be required to submit one page write up, highlighting the most important contributions of the scientist/professional proposed for the award.
- c. The proposed scientist/professional should not be less than 58 years of age on 31<sup>st</sup> December of the year of award.
- d. The proposed scientist/professional should have distinguished career and services well recognised among the seed community of India.
- e. The EC of ISST may nominate or constitute a committee to select one scientist/professional from all proposed for this award for each calendar year.
- f. This award will be effective from the year 2016.
- g. The awardee will be required to deliver Ch. Amir Singh Memorial Lecture during the national seed seminar/symposium organized by ISST.

