

The West Bengal Societies Registration Act, 1961
Memorandum of Association of

Cooch Behar Association for Cultivation of Agricultural Sciences

A-16323
1507
24/8/12 ✓

1. Name of the Society shall be: Cooch Behar Association for Cultivation of Agricultural Sciences

2. The Registered office of the Society shall be situated at: (AOC enclosed)

Department of Genetics and Plant Breeding
UTTAR BANGA KRISHI VISWAVIDYALAYA
P.O. Pundibari, Dist. Cooch Behar 736 165
West Bengal

Bidhan Roy
01/02/13

3. Objectives:

- To promote, disseminate and mutual exchange of scientific information of Agricultural Science among the scientific diaspora and stakeholders.
- To arrange and organize lectures, debates, discussions, seminar, symposia, conference and excursions for the dissemination of knowledge.
- Publication of scientific journals, newsletters, proceedings, booklets, books, periodicals etc, *without profit* Bidhan Roy 01/02/13
- To promote and encourage advancement of literary, cultural, social, scientific and technical education.
- To do social welfare activities including awareness campaigns, conservation of nature, conservation of plant genetic resources, and other developmental works for the welfare of the local people.

Bidhan Roy (Secretary)

The income and properties of the society what so ever derive or obtained shall be applied solely towards the promotion of the object of the society and no portion thereof shall be paid to divide amongst any of the members by way of profits.

4. The names, address and description of the present members of the Governing Body:

Name	Address	Description
1. Dr. Sumit Chakravarty	Department of Forestry Uttar Banga Krishi Viswavidyalaya Faculty of Horticulture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	President
2. Dr. Prabhat Kumar Pal	Department of Agricultural Extension Uttar Banga Krishi Viswavidyalaya Faculty of Agriculture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Vice-President
3. Dr. Bholanath Mondal	Department of Plant Protection Palli Siksha Bhavana (Institute of Agriculture) Visva-Bharati, Seriniketan 731 236 West Bengal, India	Vice-President



REGISTERED/RECORDED/FILED

02/02/13

Registrar of Firms, Societies & Non-Trading Companies/W. Bengal

4. Dr. Bidhan Roy	Department of Genetics and Plant Breeding Regional Research Station, Terai Zone Uttar Banga Krishi Viswavidyalaya Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Secretary
5. Dr. Nripendra Laskar	Department of Agricultural Entomology Uttar Banga Krishi Viswavidyalaya Faculty of Agriculture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Joint Secretary
6. Dr. Suresh C.P.	Department of Pomology and Post Harvest Technology Uttar Banga Krishi Viswavidyalaya Faculty of Horticulture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Joint Secretary
7. Dr. Saikat Das	Department of Genetics and Plant Breeding All India Coordinated Wheat Improvement Project Uttar Banga Krishi Viswavidyalaya Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Treasurer
8. Dr. Surajit Khalko	Department of Plant Pathology Uttar Banga Krishi Viswavidyalaya Faculty of Agriculture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Assistant Treasurer
9. Dr. Arup Sarkar	Department of Genetics and Plant Breeding Uttar Banga Krishi Viswavidyalaya Faculty of Agriculture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Member
10. Dr. Rupak Sarkar	Uttar Banga Krishi Viswavidyalaya Faculty of Technology Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Member
11. Dr. Dibyendu Mukhopadhyay	Department of Soil Sci. & Agril. Chemistry Uttar Banga Krishi Viswavidyalaya Faculty of Agriculture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Member
12. Dr. Suvendu Kumar Roy	Department of Genetics and Plant Breeding Uttar Banga Krishi Viswavidyalaya Faculty of Agriculture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Member
13. Dr. Gautam Chakraborty	Department of Agricultural Entomology Uttar Banga Krishi Viswavidyalaya Faculty of Agriculture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Member
14. Amarendra Nath Dey	Department of Forestry Uttar Banga Krishi Viswavidyalaya Faculty of Horticulture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Member

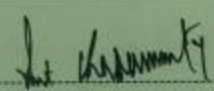
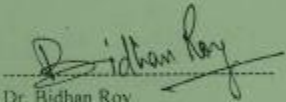
Bidhan Roy (Secretary)



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15. Dr. Kaushik Pradhan	Department of Agricultural Extension Uttar Banga Krishi Viswavidyalaya Faculty of Agriculture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Member
16. Dr. Noren K. Singh	Deputy Director of Research Directorate of Research Central Agricultural University Imphal 795 004, Manipur	Member
17. Dr. Gopal Shukla	Department of Forestry Uttar Banga Krishi Viswavidyalaya Faculty of Horticulture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Member
18. Dr. Vijay D.	Senior Scientist (Seed Technology) Division of Seed Technology Indian Grassland & Fodder Research Institute (ICAR) Gwalior Road, Near Pahuj dam, Jhansi 284 003 Uttar Pradesh	Member

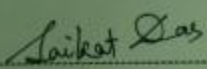
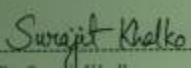
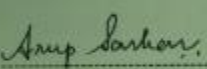
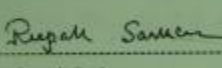
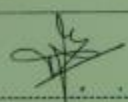
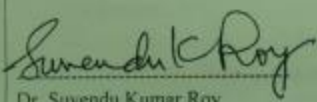
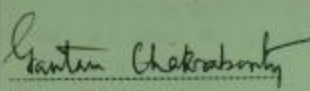
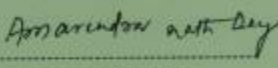
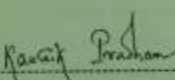
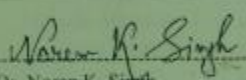
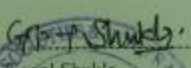
5. We, the several persons whose names, addresses and occupations are hereunto subscribed are desirous of being formed into an association in pursuance of this memorandum of association.

Name	Address	Occupation
 Dr. Sumit Chakravarty	Department of Forestry Uttar Banga Krishi Viswavidyalaya Faculty of Horticulture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Teacher
 Dr. Prabhat Kumar Pal	Department of Agricultural Extension Uttar Banga Krishi Viswavidyalaya Faculty of Agriculture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Teacher
 Dr. Bholanath Mondal	Department of Plant Protection Visva-Bharati Palli Siksha Bhavana (Institute of Agriculture) Visva-Bharati, Sriniketan 731 236 West Bengal, India	Teacher
 Dr. Bidhan Roy	Department of Genetics and Plant Breeding Regional Research Station, Terai Zone Uttar Banga Krishi Viswavidyalaya Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Teacher
 Dr. Nripendra Laskar	Department of Agricultural Entomology Uttar Banga Krishi Viswavidyalaya Faculty of Agriculture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Teacher
 Suresh C.P.	Department of Pomology and Post Harvest Technology Uttar Banga Krishi Viswavidyalaya Faculty of Horticulture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Teacher



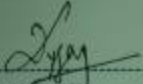
Bidhan Roy (Secretary)

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 Dr. Saikat Das	Department of Genetics and Plant Breeding All India Coordinated Wheat Improvement Project Uttar Banga Krishi Viswavidyalaya Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Teacher
 Dr. Surajit Khalko	Department of Plant Pathology Uttar Banga Krishi Viswavidyalaya Faculty of Agriculture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Teacher
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 Dr. Kaushik Pradhan	Department of Agricultural Extension Uttar Banga Krishi Viswavidyalaya Faculty of Agriculture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Teacher
 Dr. Noren K. Singh	Deputy Director of Research Directorate of Research Central Agricultural University Imphal 795 004, Manipur	Deputy Director of Research
 Dr. Bipal Shukla	Department of Forestry Uttar Banga Krishi Viswavidyalaya Faculty of Horticulture Pundibari, Cooch Behar 736 165 West Bengal, INDIA	Research Scientist

Suvendu Kumar Roy (Secretary)



 Dr. Vijay D.	Senior Scientist (Seed Technology) Division of Seed Technology Indian Grassland & Fodder Research Institute (ICAR) Gwalior Road, Near Pahuj dam, Jhansi 284 003 Uttar Pradesh	Senior Scientist
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Witness to the above signatures,

Signature Arshis Kumar Singha Roy ^{Head}
 Address Dept. of Agronomy, U.B.K.V., Pundibari, Cooch Behar 736165, W.B.
 Occupation Service (Teacher)
 Dated, the 22nd August, 2012

Regulations
of

MEMBERSHIP

1. Admission:

- The signatories to the Memorandum of association & the office bearers of the Governing Body of the society shall be first members of the Society.
- The Governing Body may admit to membership any person of the any caste, creed or sex who has attained the age of 18 years, posses Master Degree in Science and agreed in writing to be bound by the Memorandum of association and regulations of the Society and who in the opinion of the Governing Body will be interested in advancement of the objects of the Society.

Be it noted here that the power to admit members is the sole and absolute power of the Governing Body and the Governing Body may refuse to admit any person as a member without assigning any reason therefore.

2. Types of Members:

- Honorary member:** Any person whose connection with the society is deemed to be useful may with the consent of such person be elected as honorary member of the society. Such members shall not, however, be eligible to the member of the Governing Body nor shall be entitled to vote in any meeting.
- Ordinary member:** Any person, qualified to be a member and paying prescribed ordinary membership fee may be admitted as ordinary members of the society.
- Life Member:** Any person of the any caste, creed or sex who has attained the age of 18 years, posses Master Degree in Science and agreed in writing to be bound by the Memorandum of Association and Regulations of the Society and paying prescribed ordinary membership fee may be admitted as Life Member of the Society.
- Farmers' Life Member:** Any person of the any caste, creed or sex who has attained the age of 18 years, passed Higher Secondary and agreed in writing to be bound by the Memorandum of Association and Regulations of the Society and paying prescribed ordinary membership fee may be admitted as Life Member of the Society.

Bicham Roy
01/02/13

Bicham Roy (Secretary)



Regulations
of

MEMBERSHIP

1. Admission:

- a) The signatories to the Memorandum of association & the office bearers of the Governing Body of the society shall be first members of the Society.
- b) The Governing Body may admit to membership any person of the any caste, creed or sex who has attained the age of 18 years, posses Master Degree in Science and agreed in writing to be bound by the Memorandum of association and regulations of the Society and who in the opinion of the Governing Body will be interested in advancement of the objects of the Society.

Be it noted here that the power to admit members is the sole and absolute power of the Governing Body and the Governing Body may refuse to admit any person as a member without assigning any reason therefore.

Bidhan Roy
01/02/13

2. Types of Members:

- a) **Honorary member:** Any person whose connection with the society is deemed to be useful may with the consent of such person be elected as honorary member of the society. Such members shall not, however, be eligible to the member of the Governing Body nor shall be entitled to vote in any meeting.
- b) **Ordinary member:** Any person, qualified to be a member and paying prescribed ordinary membership fee may be admitted as ordinary members of the society.
- c) **Life Member:** Any person of the any caste, creed or sex who has attained the age of 18 years, posses Master Degree in Science and agreed in writing to be bound by the Memorandum of Association and Regulations of the Society and paying prescribed ordinary membership fee may be admitted as Life Member of the Society.
- d) **Farmers' Life Member:** Any person of the any caste, creed or sex who has attained the age of 18 years, passed Higher Secondary and agreed in writing to be bound by the Memorandum of Association and Regulations of the Society and paying prescribed ordinary membership fee may be admitted as Life Member of the Society.



...sation of Membership:

Any member shall cease to be a member – (a) On the acceptance of his resignation from membership, (b) On his becoming insane or insolvent, (c) On his conviction of any offence in connection with the formation promotion, management or conduct of affairs of society or a body corporate or of any offence involving moral turpitude.

4. Register of members:

The society shall maintain a register of members containing the names, address and their occupations, the date of admission and of cessation of membership. The register will be kept open for inspection of the members of society on requisition. All entries required to be made therein shall be entered within a period of 15 days.

5. Right and obligations of Members:

Any Ordinary Member and Life Member of the society has the right (a) To elect and to be elected in any election of the society; (b) To submit suggestions for discussion to the Governing Body and Sub- committee on any matter relating to society; (C) To inspect the accounts and the proceedings of the meetings of the society on appointment with the secretary; (d) To pay his subscription within the prescribed time. Defaulting members shall not be allowed to take part or vote in a meeting. Members shall have one vote each.

6. Expulsion & Removal:

Frequent actions of any member, if found by the Governing Body is detrimental to the interest and is in violation of the rules and regulations of the society, he may be after due enquiry, censured, suspended or expelled from the membership by the Governing Body. In that case the Governing body shall first serve the member concerned with a show cause showing therein the charges framed and asked him to submit his statement of defense within a month. On receipt of the explanation the Governing Body shall have the power to take a suitable action against the delinquent member after allowing him to defend his case. If no reply to the show cause notice is received within a month, the Governing Body may take an ex- parte decision.

For any act of expulsion or termination no such member shall be entitled to prefer any claim for compensation or damage even if proved on subsequent date that such act of expulsion or termination was wrongful and / or unlawful.

Bidhan Roy (Secretary)

GOVERNING BODY

1. Composition, election / appointment, resignation / removal, terms of office:

There shall be a Governing Body consisting of not less than 7 (seven) members. The office bearers of Governing Body shall comprise of President, Vice- President, ^{Secretary} Joint Secretary, Treasurer and other committee members. The office bearers and other Committee members shall be elected at the Annual General Meeting.

*Bidhan Roy
01/02/13*

A member of the Governing Body shall cease a membership if – (a) He resigns by a letter addressed to the Secretary; (b) He absents himself from three consecutive meetings of the executive committee without any leave or without reasonable grounds; (c) He is convicted of any offence in connection with the formation, promotion, management or conduct of affairs of a society or a body corporate or of any offence involving moral turpitude.

The terms of office of the Governing Body shall ordinarily be two years, unless it is dissolved / terminated early under unforeseen circumstances. After election, the old Governing Body will continue to function till the new Body takes over charge which shall under no circumstances be more than 30 (thirty) days from the date of election.



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2. Meeting

A meeting of Governing Body shall be held at least once in three months such place, date and time, as the President or the Secretary may determine. Any four members of the Governing Body may requisition the meeting and Secretary shall summon the same within seven days and failing which the President or the requisitionists may do so provided no business other than specified in the notice shall be transacted at such meeting.

3. Notice and Quorum

Seven days notice of the meeting specifying the place, time and the general nature of business to be transacted shall be given to every member of the Governing Body. Emergency meeting may be called on 24 hours notice. 1/3 rd members personally present shall constitute a quorum for the meeting and if a quorum is not present within 30 minutes of the time, members present shall adjourn the meeting.

4. Procedure of the meeting

The President or on his absence the Vice- President shall preside over all meetings of the Governing Body and in their absence members present shall elect a chairman of the meeting. All questions before the meeting will be decided by a majority of votes, each member having one vote. The President or the Chairman shall have a second or casting vote in addition to his own vote in case of equality of votes.

5. Power and Duties of the Governing Body

The Governing Body shall have general power of supervision and conduct over all the affairs of the society and in particular shall discharge the following duties: (a) To appoint sub-committee with such power and duties as may be considered necessary or expedient. (b) To accept donation, gift, subscription, movable or immovable property for the object of the society. (c) To sell, lease, mortgage or otherwise dispose of and deal with all or any part of the property of the society. (d) To keep proper accounts of the society and to open bank account in the name of the society in one or more banks. (e) To appoint a person or persons on payment to assist the Secretary / Treasurer in the maintenance of account, etc. (f) To conduct any business not specified herein for the attainment of the object of the society provided such business is not repugnant to such object.

6. Bank Operation

The banking accounts of the society shall be operated by the President, Secretary, and Treasurer, any two of them jointly.

SAFE CUSTODY OF PROPERTIES

1. The Governing Body shall be responsible for the safe custody of the funds, properties and assets of the society.
2. The funds of the society shall be kept in the Banks / Post Office / Mutual Funds and be invested in any securities specified under Section 20 of the Indian Trust Act, 1882.

BOOKS OF ACCOUNT, INSPECTION & AUDIT

The books of account and other statutory books shall be kept at the registered office and shall be open to inspection of the members at such time and place as the Governing Body directs on a written request made by any member.



[Handwritten signature]

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Richard Ray (Secretary)

ACCOUNTING YEAR

The accounting year of the society shall be from 1st April to 31st March of the following year.

GENERAL MEETINGS

1. Annual General Meeting

Notice: The Secretary shall annually call the Annual General Meeting as per regulations of the West Bengal Society Registration Act, 1961 giving at least 14 day's notice to all members. The notice shall contain the venue, date, day and time of the meeting.

Agenda: The business to be transacted at the Annual General Meeting shall be : (a) To confirm the minutes of the last Annual General Meeting and of Special General Meeting if any, (b) To adopt with or without modification the report of the working of the society for the previous year, (c) Pass audited accounts of the society for the previous year ended, (d) To appoint qualified Auditor or Auditors, (e) To transact such business as may be fixed by the Governing Body, (f) To transact such other business as may be brought forward by giving 14 days previous notice from any member, (g) To conduct general election.

Quorum of the meeting: 1/3rd members personally present at the commencement of the meeting shall constitute the quorum.

Manner and Method of Voting: The Chairman of the meeting shall decide the manner and method of voting at the outset of the meeting.

2. Special General Meeting

A Special General Meeting may be convened by the Governing Body at any time in view of urgency of the matter. At least 7 days notice shall be given to every member for Special General Meeting.

Members may request the Governing Body for Special General Meeting by placing a requisition signed by 2/3rd of total members. In that case the Governing Body shall convene a Special General Meeting within a month from the receipt of such notice. In default by the Governing Body, the requisitionists shall hold such meeting provided no business other than those specified in the notice shall be transacted.

3. Extra-ordinary General Meeting

The Governing Body may direct to convene an Extra-ordinary General Meeting for consideration of addition, alteration or amendment of the memorandum / regulations of the society. Seven (7) days notice along with the proposed draft or change shall be sent to members before the meeting. The resolution for change, amendment etc. of the Memorandum and Regulations be carried out if accepted by the three fourths of the members present at the meeting.

DUTIES OF THE OFFICE BEARERS

President: He shall (a) preside over all meetings of the society; (b) take all disciplinary actions such as removals, dismissal etc., in connection with the Governing Body; (c) advise the Secretary in any matter requiring urgent attention; (d) call emergent meeting.

Vice-President: In the absence of the President, the Vice-President shall perform all the duties of the President.



Secretary
(Secretary)

Secretary: He shall (a) convene all meeting of the Society; (b) maintain minute book of all meeting; (c) issue general circular and notices; (d) received all applications for membership which shall be placed before the Governing Body; (e) sign on behalf of the society all receipt for all sums received as subscription etc.; (f) sign and give pay order on all bills for payments; (g) get the accounts of the society audited by a Chartered Accountant; (h) ensure compliance with statutory requirements; (i) transact all other business subject to the direction of the Governing Body.

Joint Secretary: In the absence of the Secretary, the Assistant Secretary shall perform all the duties of the Secretary.

Treasurer: He shall (a) collect and receive all sorts of subscriptions, donations and deposit of money and grant receipts thereof; (b) maintain and keep cash book and such other accounts as are necessary; (c) operate bank account jointly either with the Secretary / Joint Secretary or the President; (d) prepare the budget in consultation with the Secretary for consideration of the Governing Body.

MAINTENANCE AND AUDIT OF ACCOUNTS

The Society shall maintain books of accounts as required under Section 15 (1) (a), (b) of the act. The accounts shall be audited by a duly qualified auditor as stated in Section 15 (2) of the act.

SUIT & LEGAL PROCEEDINGS

All suit and legal proceedings by or against the Society shall be in the name of the Secretary or such person as shall be appointed by the Committee.

ALTERATION OF MEMORANDUM & REGULATIONS

The memorandum and Regulations may be altered, modified, rescinded or added to by special resolutions passed by the 3 / 4 th members in a general meeting called for the purpose.

The Governing shall have powers to make, alter, modify or rescind such Regulations as may be considered necessary in the interest of smooth functioning of the Society.

DISSOLUTION OF SOCIETY

Subject to the provisions of Sections 24 & 27 of the West Bengal Societies Registration Act, 1961 or any statutory modifications thereof, the Society may be dissolved by a resolution to that effect passed by 3 / 4 th members of the Society at a general meeting. The said meeting shall also decide the manner of disbursement of the funds and assets of the Association, if any after dissolution.

We, the undersigned members of the Governing Body of the Society, do hereby certify that the above is a true copy of the Regulations of Society.

Signature of three members of the Governing Body:

Name

1. Dr. Sumit Chakravarty

2. Dr. Bidhan Roy

3. Dr. Nripendra Laskar

Signature

Sumit Chakravarty

Bidhan Roy

Nripendra Laskar

Compared by:
20/6/13



Dated

day of

20

CERTIFIED TRUE COPY
20/6/13
Addl. Registrar of Firms, Societies & Non-Trading Corps., West Bengal

Bidhan Roy (Secretary)