

RULES AND REGULATIONS OF SOCIETY

1. Name of the Society : SOCIETY FOR NEUROCHEMISTRY
(INDIA) (SNCI)
2. Location of the Office : School of Life Sciences
University of Hyderabad
Hyderabad 500 046, AP
3. Category of Members :

The Society shall consist of only one category of members: viz; ordinary members and life member. Further, the secretary may also have honorary members who are proposed by the EC at the recommendation of any one of the members of the EC based up on their contribution of the nominee to the society for neurochemistry.

4. Eligibility for Membership:

- a. Any scientific worker residing in India or abroad who has shown sufficient Evidence of his/her involvement and interest in the research in neurochemistry is Eligible to become member. He/she may apply to the Secretary of the Society with his/her application supported by two members. The Governing Body (Executive Committe) of the society shall decide on the admittance of the applicant to the Society. The Governing Body (Executive Committe) may refuse any person for Membership provided reasons for refusal shall be communicated to the person Concerned.
- b. Ordinary membership fee Rs. 100 per annum or
Life membership fee Rs 1000
Foreign member life membership fee US\$ 100

5. Cessation of membership:

- a. Any member may withdraw from the Society by giving a written notice to the Secretary f his/her intention to do so, but such notice must reach him at least one calendar month before the 31st December in each year, failing which the member will also be liable to the Society for subscription for the following one year.
- b. Majority of two-thirds or more of the total number of members voting in person may, by resolution passed at an annual or an extraordinary general meeting expel any member who in their opinion is guilty of conduct contrary to the interests of the society and any such member shall cease to be a member of the Society from the date of passing this resolution but may be proposed again for membership after the expiry of 12 calendar months from that date.

c. A member whose subscription is in arrears for three months shall not vote for any purpose whatsoever until such arrears have been cleared and if he casts his vote, it shall not be counted. A member whose subscription is in arrears for more than three months shall lose all the privileges of membership until his subscription has been paid and the Governing Body may at their discretion; order the removal of the defaulting member's name from the Register of members.

d. Any member who ceases to be a member shall nevertheless remain liable for and shall pay to the society all monies which at the time of such member ceasing to be due from him/her to the society. The Governing Body (Executive Committee) shall have the power to waive either fully or partly the subscription in arrears in the event of such a member seeking readmission.

6. Register of Members

The Society shall maintain a Register of Members and record the names and addresses of all members for the time being and all changes in the membership which take place from time to time.

7. Rights & Privileges:

- a. Registered members will receive all the printed literature/journal etc. brought out by the Society.
- b. Registered members will have that right to attend all General body meetings and cast their votes as well as lodge their grievances, if any.

8. GOVERNING BODY:

The Governing Body (Executive Committee) of the society will consist of:

1. President
2. Vice President
3. General Secretary
4. Treasurer
5. Joint Secretary
6. Executive Committee members- Six (6)

For the first time of the Governing body (Executive Committee) is considered by members nominated by the founder and desirous members.

The term of the Governing Body (Executive Committee) shall be 2(two) years. Nomination for each post will be sought from General Body and elections will be held by secret ballot biannually at the time of Annual General Body meeting. In the first year of the society, only 3 members shall be elected for the post of Executive Committee members. Three more members shall be elected in the next year and subsequent years. The three senior members shall retire at the end of the term i.e. 2 years, but are eligible for election. Those members who are unable to attend the meeting shall send their vote by registered post to the Secretary of the Society.

9. Functions of the Governing Body (Executive Committee)

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| PRESIDENT | - | All meetings of the Governing Body or General Body shall be chaired by the President. |
| VICE PRESIDENT | - | To perform the functions of the President in his absence. |
| SECRETARY GENERAL | - | Agenda dates, venue etc., shall be drawn out by the secretary in consultation with the President. All records pertaining to the memberships, circular, meeting etc. shall be maintained by the Secretary. Minutes of all meetings shall also be recorded by the Secretary. |
| TREASURER | - | Accounts of income and expenditure shall be maintained by the Treasurer. An item wise register shall be maintained with the Treasurer. Sanction of money on various scientific activities shall be done by the Secretary. A statement of accounts shall be presented at the Annual General Body meeting by the treasurer. |
| JOINT SECRETARY | - | To perform all the duties as desired by the President and the Secretary General, to act as Secretary General in his absence. |
| GOVERNING BODY- MEMBERS | - | <p>The Governing Body (Executive Committee) members shall assist in formulating various activities of the Society./ They shall keep the members informed on various developments and needs of the Society.</p> <p>The Governing Body shall work together to meet the objectives of the society and will have the right to plan the course of activities</p> |

like arrangement of Lectures/Seminars/ Workshops, the venue and time and other details, after the agenda is passed by the Governing Body it shall be put to General Body for its approval for implementation.

10. PERIODICITY OF GOVERNING BODY (EXECUTIVE COMMITTEE) MEETINGS:

The Governing Body shall meet as often as it may think fit, and shall make such regulations as it considered proper as to the summoning and holding of its meetings, but the record of its proceedings shall be open to the inspection of the members of the Society.

11. QUORUM FOR GOVERNING BODY MEETING:

One-third of the Governing Body present in person shall form a quorum for the transaction of business, but if any meeting has to be adjourned for want of quorum, then at the adjourned meeting the members present whatever their number shall form a quorum and shall have power to decide upon all matters which could have been disposed of at the meeting from which the adjournment took place. At the meeting of the Governing Body, voting shall be by members personally present.

12. CHAIRMAN OF THE GOVERNING BODY MEETING:

If at any Governing Body meeting, the President is absent, the Vice-President will act as Chairman. In the absence of Vice President, the members of the Committee personally present at the meeting shall elect one of them as Chairman of the meeting.

13. VOTING AT GOVERNING BODY MEETINGS:

Every member of the Governing Body personally present at the meeting shall have one vote and in the event of an equality of votes, the Chairman of the meeting shall have a second or a casting vote, but in the exercise of his casting vote, the Chairman shall ordinarily vote for the status quo.

14. ANNUAL GENERAL BODY MEETING:

An annual general body meeting will be held once in every calendar year as concluding session of the scientific meeting/Conference. An annual report of the activities of the Society will be presented by the Secretary at the General Body Meeting. The dates and venue for the next year's meeting and any other matter pertaining to Society's activities shall be discussed at the meeting. The Treasurer shall present the accounts at the General Body meetings.

15. NOTICE FOR GENERAL BODY MEETING

- a. Notice of the general body meeting and of the business to be transacted thereat shall be given 14 days previously by circular to all registered members of the Society.
- b. The accidental omission in giving this notice to any member or members or the non-receipt of the notice of a meeting by any member or members shall not invalidate the proceedings of any such meeting,

16. QUORUM FOR GENERAL BODY MEETING:

- a. No business shall be transacted at any general meeting unless a quorum of members is present at the time when the meeting proceeds to business. The quorum at a general meeting shall be one-third members present in person.
- b. If within half an hour from the time appointed for the meeting, a quorum is not present, the meeting, if convened upon the requisition of members shall be dissolved and in any other case, it shall stand adjourned to the same day after 30min. and at the same time and place, and at any adjourned meeting the members present and entitled to vote whatever their number, shall form a quorum and shall have power to decide upon all matters which could have been disposed of at the meeting from which the adjournment took place.

17. EXTRAORDINARY GENERAL MEETING:

- a. The Governing Body may, whenever they think fit, call an Extra-ordinary general meeting and shall do so on receiving a written requisition signed by at least 20 members of the Society for the time being.
- b. Upon receipt of such requisition, the Governing Body shall convene an Extraordinary General Meeting and, if the meeting is not convened within 14 days of such requisition being received by the secretary, the requisitionists or a majority of them may themselves convene the meeting and all expenses of convening the same shall be borne by the Society. Any meeting convened by the requisitionists shall be convened in the same manner as nearly as possible as that in which general meetings are to be convened by the Society.

18. CHAIRMAN OF THE GENERAL MEETING:

- a. If at any General meeting, the president is absent, the meeting shall be presided by the Vice president. If Vice president is also absent, the meeting shall elect one of the Governing Body members as Chairman of the meeting. The Chairman of the meeting shall have an original and also a casting vote, but in exercise of the casting vote, the shall ordinarily vote for the status quo.
- b. The Chairman of the meeting may with consent of the meeting adjourn any meeting, but no business shall be transacted at any adjourned meeting other

than the business left unfinished at the meeting from which the adjournment took place.

19. VOTING AT GENERAL MEETING

At any General Body meeting a resolution, other than for election of the Governing Body, put to the vote of the meeting shall be decided on a show of hands. If a poll is demanded, it shall be taken in such manner and at such time and place and either immediately or after an adjournment not exceeding 7 days as the Chairman of the meeting directs and the result of the poll as declared by the Chairman of the meeting shall be deemed to be the resolution of the meeting at which the poll was demanded.

20. MINUTES OF THE MEETING:

The society shall maintain a correct and true record of the proceedings of the general meetings as well as the meetings of Governing Body (Executive Committee) as required under the Act.

21. SOURCES OF INCOME:

- a. Registration fees during the conference organized by the Society/Membership Subscription collected from the members.
- b. Financial aid shall be obtained from bodies like I.C.M.R., C.S.I.R., D.B.T., D.S.T etc, and also from appropriate private organizations devoted to the promotion of Science as and when required e.g. for purposes of holding Symposium and/or publication of literature/journal/other material.
- c. Money shall also be collected from raising donations, advertisements released in Journals/Proceedings/ other Publications brought out at the time of Symposia, General Body etc.

22. FINANCIAL YEAR:

Financial year shall end at the time of Annual meeting (last week of December/ beginning of January) when an audited account of the Income and Expenditure statement will be presented by the Treasurer.

23. The books of account of the Society shall be kept at the Registered Office of the Society or at such other place as the Governing Body may think fit.

24. The Governing Body shall from time to time determine whether and to what extent and what time and place, and under what conditions and regulations, the accounts and books of the Society or any of them shall be open to the inspection of the members, and no members and no members shall have any right of inspecting any accounts or books or documents of the Society.

25. BANK ACCOUNT

All the accounts in the name of “Society for Neurochemistry (India) (SNCI)” will be operated by the Treasurers/ Secretary of Society.

26. ANNUAL LIST OF GOVERNING BODY (SEC. 4 OF THE ACT):

Once in every year a list of office bearers and members of the Governing Body shall be filed with the Registrar of Societies, Hyderabad as required under the rules of Government of Andhra Pradesh.

27. Amendment (alteration, extension or abridgement) of ‘purposes’ (aims and objects) or change of name shall be done as per the rules of Registrar of Societies in the state of Andhra Pradesh.

28. The Society may sue or be sued in the name of President, Secretary, Treasurer as per provision laid down under the rules of Registrar of Societies, Andhra Pradesh.

29. DISSOLUTION AND ADJUSTMENT OF AFFAIRS:

If the Society need to be dissolved it shall be dissolved as per provisions laid down under the appropriate section applicable to state of Andhra Pradesh..

30. APPLICATION OF THE ACT:

All the provisions under all the sections of the societies Registration Act of 1860 is applicable to the state of Andhra Pradesh shall apply to the Society.