

THE FISHERIES TECHNOCRATS
FORUM

MADRAS-600 006.

BYE - LAWS

- RULES -

(The Tamil Nadu Societies Registration Rules, 1978)



1992

THE FISHERIES TECHNOCRATS FORUM LIBRARY
DIRECTORATE OF FISHERIES TEYNAMPET, MADRAS-600 006.

In the matter of The Tamil Nadu Societies Registration Act, 1975, (Tamilnadu Act 27 of 1975) Registration of Literacy Scientific, Religious, Charitable and other Societies, and

In the matter of "The Fisheries Technocrats Forum".

MEMORANDUM OF ASSOCIATION

1. The name of the Forum is "The Fisheries Technocrats Forum".

1. (a) The Registered Office of the Forum shall be situated at Library, Directorate of Fisheries, Teynampet, Madras-600 006.

2. The objects for which the Fisheries Technocrats Forum is formed are :

- i) Free and frank exchange of information, knowledge, thought and experience among the technocrats ;
- ii) Mobilise, pool and collect the opinion of members with regard to all matters pertaining to the technical, financial, organisational and management problems faced in the development of fisheries ;
- iii) Give considered action oriented suggestions for
 - a. The development of fisheries in the country ;
 - b. To liaise with and collaborate with Governments, departments, institutions and other agencies in furtherance of the above objective ;
- iv) a. To participate in meetings, seminars, symposium etc. whenever invited through its members nominated by the forum ;
 - b. To undertake, organise and facilitate study courses, conferences and lectures and research in matters relating to development of fisheries ;
- v) To undertake and provide for the publication of a journal of research papers and books, to impart training and to promote study of fisheries ;
- vi) To establish information and services to facilitate the study of fisheries and extension ;

- vii) To construct, maintain alter, improve or develop any building or work necessary or convenient for the purpose of the Fisheries Technocrats Forum ;
 - viii) To offer prizes and to grant scholarships and stipends in furtherance of the objects of the Fisheries Technocrats Forum ;
 - ix) To constitute or cause to be constituted branches at convenient centres to promote the objects of the Fisheries Technocrats Forum ;
 - x) To engage in consultancy work ;
 - xi) To do all such other lawful things as are conducive or incidental to the attainment of the above objects ; and
 - xii) The forum will have an Executive Council duly elected by the General Body for the management of the activities of the Forum.
- Special Resolution notice dated 13.3.93 amend the provisions of the Memorandum of association and rules adoption on 3.4.93 by the General Body meeting held on 3.4.93 Amended as follows unanimously.**
- xiii) To issue appeals and applications for funds in furtherance of the said objects and to accept gifts, donations, subscriptions and securities and of any property movable or immovable.
 - xiv) To invest and deal with funds and money of Fisheries Technocrats Forum ;
 - xv) To acquire purchase or otherwise own or take on lease or hire temporarily and or permanently any movable or immovable property necessary or convenient for the furtherance of the objectives of the Fisheries Technocrats Forum.
 - xvi) To sell, mortgage, lease, exchange and otherwise transfer or dispose of all or any property movable or immovable of the Fisheries Technocrats Forum

xvii) To undertake and accept the management of any endowment or trust fund or donations accepted by the Fisheries Technocrats Forum.

3. Names, addresses and designation of the first members of the Executive Council to whom by the Bye-laws (Rules 1975) of the Fisheries Technocrats Forum the management of its affairs is entrusted are as follows :

THE LIST OF EXECUTIVE MEMBERS WHO SIGNED THE MEMORANDUM

Sl No.	Name	Designation	Address
1	<i>K. Chidambaram</i> (Phone No. 419467)	<i>Chairman</i>	<i>12, First Main Road, Karpagam Gardens Adyar, Madras-20.</i>
2	<i>Davidson Thomas</i> (Phone No. 2344543)	<i>Vice-Chairman</i>	<i>280/1, M.K.N. Road, Alandur, Madras-14.</i>
3	<i>T. Kanakasabapathy</i> (Phone No. 6212115)	<i>Secretary</i>	<i>No. 2054/E, Second Avenue, Anna Nagar, Madras-600 040.</i>
4	<i>S. Mahadevan</i> (Phone No. 412977)	<i>Treasurer</i>	<i>37/10, II Main Road, Gandhi Nagar, Adyar, Madras-20.</i>
5	<i>S. T. Chari</i> (Phone No. 77289)	<i>Member</i>	<i>Flat No. 9, Door No. 68, Adam Street, Mylapore, Madras-600 004.</i>
6	<i>M. V. Natarajan</i> (Phone No. 6211362)	<i>Member</i>	<i>A1-148, Anna Nagar, Madras-600 040.</i>
7	<i>G. S. Francis</i> (Phone No. 2342686)	<i>Member</i>	<i>No.5, Teachers Colony, Meenambakkam, Madras-600 027.</i>

A copy of the Bye Laws (Rules 1978) Fisheries Technocrats Forum Certified to be correct copy by members of the Executive council filed with the Registrar of Societies Madras (central) Seethamma Road, Teynampet, Madras-18, along with its Memorandum of Association.

Sl.No.	Name	Designation	Occupation & Address	Signature of Executive Members
1.	K, Chidambaram	Chairman of the Executive Council	1. Director (Retd.) Marine Products Export Development Authority, M. G. Road, Cochin.	Sd/-
			2. Chairman Mathya Sagar Consultancy Services Private Ltd., Madras. No. 12, I Main Road, Karpagam Garden, Adyar, Madras-600 020. Phone : 419467	
2.	Davidson Thomas	Vice Chairman of the Executive Council	1. FAO/UN Fisheries Specialist (Retd)	Sd/-

Sl. No.	Name	Designation	Occupation & Address	Signature of Executive Members
			2. DEE TEE Fisheries Consultancy Madras 280/1 M.K.N. Road, Alandur, Madras-600 016. Phone : 2344543	Sd/-
3.	T. Kanakasabapathy	Secretary of the Executive Council	Joint Director of Fisheries (Retd.) 2054-E, Second Avenue, Anna Nagar, Madras-600 040. Phone : 6212115	Sd/-
4.	S. Mahadevan	Treasurer of the Executive Council	1. Principal Scientists (Retd.) Central Marine Fisheries Research Institute Cochin, India. 2. Vinayaka Apartments, 37/10, II Main Road, Gandhi Nagar, Madras-600020. Phone : 412977	Sd/-

Sl.No.	Name	Designation	Occupation & Address	Signature of Executive Members
5.	S. T, Chari	Member of the Executive Council	Joint Director of Fisheries (Retd.) Plot No. 9, Door No. 68, Adam Street, Mylapore, Madras-600 004. Phone : 77289	Sd/-
6.	M. V. Natarajan	Member of the Executive Council	Joint Director of Fisheries (Retd.) A1-148, Anna Nagar, Madras,600 040. Phone : 6211362	Sd/-
7.	G. S, Francis	Member of the Executive Council	Personal Assistant to the Director of Fisheries (Retd) No. 5 Teachers' Colony Meenambakkam, Madras-600 027. Phone . 2342686	Sd/-

Witness :

M. Raman

Personal Assistant (Planning)
to the Director of Fisheries, Madras.

We, the several persons whose names and addresses are given below, having associated ourselves for the purposes described in this Memorandum of Association, do hereby subscribe our names to this Memorandum of Association and set out our several and respective hands hereunto and form ourselves into a Society under the Tamilnadu Societies Registration Act. 1975 (Tamilnadu Act 27 of 1975), this Eleventh day of January 1992, at Madras.

Sl. No.	Name	Occupation and address of Members	Signature of Members
1.	G. L. Rao	Director of Fisheries (Retd.) Karnataka, Bangalore Flat B-1, Atandra, 15, Thirumalai Road, T. Nagar, Madras - 600 017.	Sd/-
2.	S. L. Srinivasalu	Deputy Director of Fisheries (Retd.) Plot No. 1903, I Block, 38th St., Anna Nagar West, Madras - 600 040.	Sd/-
3.	S. Balasubramanian	Deputy Director of Fisheries (Retd.) 12, Satyamoorthy Street, Stuorpet Arakonam - 631 001. Arcot-Ambedkar District.	Sd/-

Sl. No.	Name	Occupation and address of Members	Signature of Members
4.	K. Ramachandran	Deputy Director of Fisheries (Personnel), Madras. Plot No. 142, Venkateswara Nagar, Second Street, Pozhichalur	Sd/-
5.	K.A.PA Dorairajah	Joint Director of Fisheries (Retd.) 136, Alwarthirunagar, Annexe Madras - 600 087.	Sd/-
6.	B. Bakthan	Asst. Director of Fisheries (Fishing Harbour) Madras. 11, Arimuthu Street, Triplicane, Madras-600 005.	Sd/-
7.	Dr. S. Ramamurthy	Principal Scientist (Retd.) Central Marine Fisheries Research Institute, Cochin, India. 50-D/IU, L.B. Road, Thiruvanniyur, Madras-600 041.	Sd/-
8.	M. T. Nathan	Fisheries Expert FAO (Retd.) 72, B. Block, Anna Nagar East, Madras - 600 102	Sd/-
9.	Dr. S. Krishnamoorthy	Principal Scientist (Retd) Central Marine Fisheries Research Institute Cochin, India. Q-6, MIG Flats, Lotus Colony, Nandanam, Madras-35.	Sd/-

In the matter of the Tamil Nadu Societies Registration Act 1975 and the Tamilnadu Societies Registration Rules, 1978.

In the matter of **“THE FISHERIES TECHNOCRATS FORUM”**

Bye-Laws

I. DEFINITION

1. In these rules unless the context otherwise requires :
 - a) 'FTF' means the Fisheries Technocrats Forum ;
 - b) 'The General Body' means the General Body of the Fisheries Technocrats Forum ;
 - c) 'The Executive Council' means the Executive Council of the Fisheries Technocrats Forum ;
 - d) 'Members' means a member of the Fisheries Technocrats Forum admitted as such under these rules ; but does not include a Corporate Member (except in the expression 'Member of the General Body' or an Associate Member or Student Member) ;
 - e) 'Corporate Member' means a Corporate Member of the Fisheries Technocrats Forum admitted as such under these Rules ;
 - f) 'Associate Member' means an Associate Member of the Fisheries Technocrats Forum admitted as such under these rules ;
 - g) 'Student Member' means a Student Member of the Fisheries Technocrats Forum admitted as such under these rules ;
 - h) 'Prescribed' means prescribed bye-law made by the Executive Council ;
 - i) The year of the Fisheries Technocrats Forum will be 'Financial Year' - 1st of April to 31st March ;
 - j) 'Government' means the Government of the Indian Union and States and Union Territories of India.

2. *The name of the Society* : *'The Fisheries Technocrats Forum'*
3. *The address of the Registered office of the Society* : *Library,
Office of the Directorate of
Fisheries, Anna Salai,
Teynampet, Madras-600 006.*
4. *The date of function of the Society* : *Eleventh January, 1992.*
5. *Registrar of the District within whose jurisdiction the office of the Society is situated* : *District Registrar,
Madras Central
Seethamma Road,
Teynampet, Madras.*
6. *The business hours of the Society* : *Second Saturday of every
month - 10 00 to 13.00 hrs.*

III. OBJECTS

7. The objects for which the Fisheries Technocrats Forum is formed are :-
- i) Free and Frank exchange of information, knowledge, thought and experience among the technocrats ;
 - ii) Mobilise pool and collect the opinion of members with regard to all matters pertaining to the technical, financial, organisational and management problems faced in the development of fisheries ;
 - iii) Give considered action - oriented suggestions for :-
 - a) The development of fisheries in the country ;
 - b) To liaise with and collaborate with governments departments, institutions and other agencies in furtherance of the above objective.
 - iv) a) To participate in meetings, seminars, symposia etc. whenever invited through its members nominated by the Forum ;
 - b) To undertake, organise and facilitate study courses, conferences and lectures and research in matters relating to development of fisheries.

- v) To undertake and provide for the publication of a journal and of Research papers and books, to impart training and to promote study of fisheries ;
- vi) To establish information services to facilitate the study of fisheries and extension ;
- vii) To construct, maintain, alter, improve or develop any building or works necessary or convenient for the purposes of the Fisheries Technocrats Forum ;
- viii) To offer prizes and to grant scholarships and stipends in furtherance of the objects of the Fisheries Technocrats Forum ;
 - ix) To constitute or cause to be constituted branches at convenient centres to promote the objects of the Fisheries Technocrats Forum ;
 - x) To engage in consultancy work
- xi) To do all such other lawful things as are conducive or incidental to the attainment of the above objects ;
 Special Resolution Notice dated 13.3.93 to amend the provisions of the Memorandum of Association and rules for adoption on 3.4.93 by the General Body meeting held on 3.4.93 Amended as follows unanimously.
- xii) To issue appeals and applications for funds in furtherance of the said objects and to accept gifts, donations, subscriptions and securities and of any property movable or immovable.
- xiii) To invest and deal with funds and money of Fisheries Technocrats Forum ;
- xiv) To acquire purchase or otherwise own or take on lease or hire temporarily and or permanently any movable or immovable property necessary or convenient for the furtherance of the objectives of the Fisheries Technocrats Forum.
- xv) To sell, mortgage, lease, exchange and otherwise transfer or dispose of all or any property movable or immovable of the Fisheries Technocrats Forum.

- xvi) To undertake and accept the management of any endowment or trust fund or donations accepted by the Fisheries Technocrats Forum.

IV. GENERAL BODY AND MEMBERSHIP

8. *General Body* : The General Body of the Fisheries Technocrats Forum shall be composed of Members and Corporate Members.

9. *Members* : The following shall be the Members of the Fisheries Technocrats Forum.

- i) Persons whose names are entered as Members of the Fisheries Technocrats Forum on the Register of Members of the Fisheries Technocrats Forum, maintained for the purpose on the date of the registration of the Fisheries Technocrats Forum.
- ii) Persons admitted by the Executive Council after such registration of the Forum as Members of the Fisheries Technocrats Forum on application in the prescribed form.

10. *Qualification, Classification, Restriction and conditions* :

Member :

The following persons shall be eligible for admission as Members.

- i) Any person who is or was employed in public service, with a technical or technological background in Fisheries and is interested in development, administration and management of Fisheries ;
- ii) Any person who is or was employed in teaching or study of Fisheries or related subjects in a recognised University, College or Institution engaged in fisheries research and training recognised by Government ; and
- iii) Any person who in the opinion of the Executive Council is actively involved or engaged in -

- i) The practice of fisheries or
- ii) Study and research in Fisheries

11. *Corporate Members :*

The Executive Council may on application in the prescribed form admit on such condition as may be specified in each case, as a Corporate Member of the Fisheries Technocrats Forum ;

- i) Any authority or organisation within the public services ;
- ii) Any approved association of Members of any such services ;
- iii) Any University Department or Institution
- iv) Any Statutory Corporation ;
- v) Any Joint Sector Company ;
- vi) Any Registered Society ;
- vii) Any business establishment involved in Fisheries activities ; and
- viii) The rights of a Corporate member shall be exercised by its representative specified in the application for membership or otherwise notified to the Chairman in this behalf.

12. *Associate Members :*

The Executive Council, may on application in the prescribed form, admit as an Associate Member of the Fisheries Technocrats Forum a person who is involved or concerned in the practice or study of Fisheries. The rights and privileges of such Associate member shall be as prescribed.

13. *Student Members :*

The Executive council may on application in the prescribed form admit as a Student Member of the Fisheries Technocrats Forum, a bonafide post graduate student engaged in the study of Fisheries. The rights and privileges of such student member shall be as prescribed.

14. *Honorary Members :*

The Executive Council may elect as an Honorary Member of the Fisheries Technocrats Forum any person who has outstanding or professional achievements in any branch

of Fisheries or who has rendered conspicuous service on the development of Fisheries or welfare of the fisherfolk.

15. i) Provided that no person shall be eligible for admission as Member, Associate Member and Student Member unless he has completed twenty one years of age at the time of his application for admission ;
- ii) Members have the right to attend all General Meetings and Extraordinary General Meeting when convened and vote at all such meetings.
- iii) Membership is not transferable.

16. *Bye-laws governing the rights and privileges of Associate Membership*

- 1) A person from among the public who is generally involved or concerned in the practice or study of fisheries may apply for admission as an 'Associate' Member in the prescribed form of application and send the same to the Fisheries Technocrats Forum, Madras together with a bank draft / cash for Rs. 75/- in favour of the Fisheries Technocrats Forum, Madras.
- 2) An Associate Member may attend meetings of Fisheries Technocrats Forum, Madras or its Regional Branches in the area of which he is resident, but shall not be eligible to vote at such meetings.
- 3) An Associate Member shall be entitled to get copies of the News letter only free of charges. For the journals and other publications, an Associate Member shall have to subscribe for separately at the prescribed rates if desired.

17. *Bye-laws Governing the rights and privileges of Student Member :*

- 1) A person, who is a bonafide post-graduate student interested in the study of Fisheries may apply for admission as a student member in the prescribed form of application and submit the same through the Head of Department / Colleges to the Fisheries Technocrats Forum, Madras together with a Bank draft / cash of Rs. 75/- in favour of the Fisheries Technocrats Forum, Madras. Such membership shall be

renewed from year to year only on request received from the member through the Head of the Department / College.

- 2) A student member may attend a meeting of the Fisheries Technocrats Forum, Madras or its Regional Branch in the area of which he is resident, but he shall not be entitled to vote at such meetings.
- 3) A student member shall be entitled to get copies of the News letter only free of charge. For the Journals and other publication, a Student Member shall have to subscribe separately at the prescribed rates, if desired.

V. FEES AND SUBSCRIPTION

18. 1. *Member*

- a) The annual subscription for Member shall be Rs. 150/
- b) A member may, at any time, become a Life Member by making a lumpsum payment equal to ten times the amount of annual subscription.

Amendment introduced during G.B. held on 9.4.94 special Resolution.

- c) An entrance fee of Rs. 10/- is payable by every one seeking membership, first time or any other time with a break in between.

2. *Associate and Student Member*

The annual subscription for Associate Membership, Student Membership shall be Rs. 75/-

3. *Corporate Member*

- i) The annual subscription payable by Corporate Member shall be Rs. 500/- at the commencement of the year.
Public Sector and Statutory Corporation, Government Companies and Business establishments.
- ii) Other Research Institutions / Government Departments/University Departments/Colleges etc.-Rs.200/
- iii) A Corporate Member may at any time compound its liability to pay annual subscription for **twenty years by making a lumpsum** payment equal to ten times the amount of annual subscription.

19. The annual subscription shall be payable by all the members in advance at the commencement of the year itself. Members admitted after the commencement of the year shall pay in full the annual subscription prescribed for the year.
20. Persons applying for admission to membership shall be liable to pay such entrance fees, if any, as may be determined by the General Body.
21.
 1. The admission of a member shall not be effective until the annual subscription and the entrance fee if any payable by him for such admission has been paid.
 2. No member shall be allowed to be a candidate or vote at any election unless he / she has paid his/her subscription in full.
 3. No member shall be entitled to any rights or privileges of membership until all his / her dues are fully paid.

22. *Removal of Members and Appeal :*

Any member who has committed a breach of any of the rules of the Fisheries Technocrats Forum or who has refused or neglected to abide by any of such rules or who has committed any act which, in the opinion of the Executive Council, is calculated or likely to bring discredit to the Fisheries Technocrats Forum shall be removed from the membership of the Fisheries Technocrats Forum by a resolution of three fourths of the members of the Executive Council present at a special meeting thereof convened for the purpose after atleast twenty-one day's notice.

- i) Provided that no such resolution shall be passed unless the member concerned is informed by a registered letter (acknowledgment due) atleast twenty-one days before such meeting of the date, time and place of the meeting and of the grounds on which it is proposed to remove him from membership of the Fisheries Technocrats Forum and is given an opportunity to explain his conduct to the Executive Council in writing or in person at such meeting.
- ii) The name of any member whose subscription falls in arrears for the successive years shall be removed

from the Register of members of Fisheries Technocrats Forum.

23. The name of the member removed from the Register of Members of the Fisheries Technocrats Forum may be restored to only on payment of such sum as the Executive Council may determine in each case.

VI. OFFICE BEARERS

24. *Chairman :*

The Chairman of the Fisheries Technocrats Forum shall be elected by the General Body in its Annual General Body in its Annual General Body Meeting from amongst its members and shall held office, until the next Annual General Meeting of the General Body and shall be eligible for re-election.

25. *Vice-Chairman :*

The Vice-Chairman of the Fisheries Technocrats Forum shall be elected by the Annual meeting of the General Body from among the Members of the General Body.

The Vice-Chairman shall held office until the next Annual General Meeting of the General Body after the election but shall be eligible for re-election.

26. *Secretary :*

The Secretary of the Fisheries Technocrats Forum shall be elected by the Annual meeting of the General Body from among the members of the General Body.

The Secretary shall held office until the next Annual General Meeting of the General Body after election but shall be eligible for re-election.

27. *Treasurer :*

The Treasurer of the Fisheries Technocrats Forum shall be elected by the Annual Meeting of the General Body from among the Members of the General Body.

The Treasurer shall hold office until the next Annual General Body Meeting of the General Body after the election but shall be eligible for re-election.

28. No payment shall be made out of the funds of the Fisheries Technocrats Forum to the Chairman or any other officer of the Society by way of honorarium for any service rendered by him to the Fisheries Technocrats Forum. Office Bearers are honorary in nature.

VII. EXECUTIVE COUNCIL

29. *Composition of the Executive Council :*

Special Resolution notice dated 11.04.1992 by Thiru S. Mahadevan for adoption on 9.5.1992 relating to Rule 29 (1) and 29 (1b) by the General Body Meeting held on 9.5.92 adopted unanimously as :

1) The Executive Council of the Fisheries Technocrats Forum shall be composed of nine members :-

i) Chairman ;

ii) Vice-Chairman ;

iii) Secretary ;

iv) Treasurer ;

v) Chairman of any Regional Branch ; and

vi)

vii)

viii)

ix)

} Four members elected by the General Body

1) a) Chairman of Regional Branch by rotation to the Executive Council :

In case the Chairman of a Regional Branch is not in a position to attend the Meeting of the Executive Council, he may nominate the Secretary of the Regional Branch to attend the Executive Council meeting.

b) In case of there being no regional branch or until such a Regional Branch is established one more member may be elected to the Executive Council to make up nine members.

30. a) The Chairman or in his absence the Vice-Chairman or in his absence one of the Executive Council Members elected for that day from amongst the Executive Council Members present will preside over the meetings of the 'Executive Council'

b) Where a casual vacancy occurs in the office of the Chairman, the Executive Council shall elect a Chairman within them as soon as possible. He shall hold office for the unexpired portion of the term of office of the previous incumbent but shall be eligible for re-election.

31. The quorum for the meeting of the Executive Council shall be four members.

VII. POWERS AND FUNCTIONS OF THE EXECUTIVE COUNCIL

32. 1. a) Subject to the general control and directions of the General Body, the Executive Council shall be responsible for the management and administration of the affairs of the Fisheries Technocrats Forum in accordance with these Rules and the bye-laws made thereunder for the furtherance of its objects and shall have all powers which may be necessary or expedient for the purpose.
- b) The executive Council shall meet as often as required but not less than thrice in a year.
2. Without prejudice to the generality of the powers conferred by the foregoing Sub-Rule, the Executive Council shall have the power.
 - i) To take decisions on application for membership.
 - ii) To prepare and execute detailed plan and programme for the furtherance of the objects of Fisheries Technocrats Forum by accepting Consultancy Services
 - iii) To receive, to have custody of and to expand the funds of the Fisheries Technocrats Forum and to manage the properties/assets / funds of the Fisheries Technocrats Forum ;
 - iv) To take decisions to invest or deposit funds in any one of the methods mentioned in the section 24 of the 'Tamilnadu Act 27 of 1975'.
 - v) To appoint and control such staff as may be required for the efficient management of the affairs of the Fisheries Technocrats Forum and to regulate their recruitment and conditions of service ;
 - vi) To enter into agreement for and on behalf of the Fisheries Technocrats Forum.
 - vii) To sue and defend all legal proceedings on behalf of the Fisheries Technocrats Forum ;
 - viii) To appoint Committees for disposal of any business of Fisheries Technocrats Forum or for advice in any matter pertaining to the Fisheries Technocrats Forum ;
 - ix) To make, adopt and vary from time to time byelaws for the regulations of and for any purpose connec-

ted with the management and administration of the affairs of the Fisheries Technocrats Forum and for furtherance of its objects, in particular to make, adopt and vary from time to time byelaws for conducting the business of the Executive Council the Regional branches and the Committees to be appointed by it, for regulating the rights and privileges of Corporate Members, Associate Members, and Student Members, for delegation of its powers, for fixing the quorum.

33. *The Standing Committee :*

The Executive Council shall appoint a Standing Committee from amongst its members of not more than three members to attend to and discharge of.

- i) The current business of the Fisheries Technocrats Forum on its behalf and
- ii) Such other matter or business as may be delegated to it by the Executive Council ;
- iii) A member of the Standing Committee shall hold office until the next Annual General Meeting of the General Body or until he ceases to be a member of the Executive Council whichever is earlier but shall be eligible for re-appointment
- iv) The strength of the Standing Committee shall be such as the Executive Council may from time to time determine.

FUNCTION OF THE SECRETARY

34. i) The Secretary shall convey all meetings of the Fisheries Technocrats Forum, of the Standing Committee or any Committee constituted by the Executive Council and shall give **7 days notice** of those meetings to the Members concerned.
- ii) The Secretary shall cause minutes of all proceedings of the meetings and of its Executive Council in books kept for the purpose ;
- iii) The Secretary shall prepare the Agenda of various meetings and circulate the same ;
- iv) The Secretary shall see to the execution of various resolutions of the Executive Council and various Committees ;

- v) The Secretary shall look after the day-to-day business management of office staff etc.
- vi) The Secretary will arrange for the preparation and filing with concerned register of such records annual or other statements which are specified in the Tamilnadu Societies Registration Act, 1975 and Rule 1978.
- vii) In all legal proceedings by or against the Fisheries Technocrats Forum in the absence of the Executive Council, the Secretary is authorised to bring or defend or cause to be brought or defend any action or other legal proceedings touching or concerning any property, rights or claim of the Fisheries Technocrats Forum and may sue or be sued in respect of any such property, right or claim.

35. *Accounts and Audit :*

- 1) The accounts of the Fisheries Technocrats Forum shall be audited by the Auditors appointed for the purpose by the General Body.

or

- 2) By two or more members of the registered Society (not being members of the Committee) appointed by the Fisheries Technocrats Forum and possessing the prescribed qualification.
- 3) Qualifications of persons to audit the accounts of Fisheries Technocrats Forum will be as per Rule 21 of Chapter III, The Tamilnadu Societies Registration Rules, 1978.

4. *Financial transaction and functions of Treasurer :*

- 1) The Treasurer shall maintain the following books of accounts :
 - a) Cash book showing daily receipt and expenditure and the balance at the end of each day ;
 - b) Receipt book, containing forms in duplicate, one of each set to be issued with details of money received by the Association and other to serve and counterfoil ;
 - c) vouchers file, containing all vouchers for contingent and other expenditure incurred by the Society, numbered serially and filed chronologically ;

- d) All expenditures above Rs. 250/- (Rupees two hundred and fifty only) should invariably got sanctioned and approved by the Chairman ;
- e) Ledger showing consolidated and separate accounts of all items of receipts and expenditure member-wise as well as item-wise ;
- f) Monthly register of receipts and disbursement.

2. *Filing of documents :*

- i) The Treasurer after the expiry of each financial year place before the General Meeting the receipt and expenditure account and balance sheet together with the report duly signed by him, the auditors or any one member of the Committee.

ii.) *Filings of documents by Treasurer with Register :*

- a) An authenticated copy of such receipts and expenditure account balance sheet and report.
- b) A statement of names, addresses and occupation of the persons who at the expiry of the financial year were members of the Fisheries Technocrats Forum ;
- c) A declaration to the effect that the Society has been carrying on business or has been in operation during the financial year ;

iii) *Supply of copies of :*

- a) The receipt and expenditure account ;
- b) The balance sheet to any member on application, on payment of fee Rupee one.
- c) The Treasurer shall not keep in his hand an amount exceeding Rs. 500/- but shall deposit all sums in excess of this amount in the name of the Fisheries Technocrats Forum in the Nationalised bank or banks approved by the Executive Council.

IX. ELECTION

- 36. 1. Members of the Fisheries Technocrats Forum shall elect from amongst themselves members of the Executive Council at a meeting of Society.
- 2) Of the elected members of the Executive Council at least 4 shall be from public service who is or was

employed in public service - Government of Tamilnadu - Government of India - Local Authorities - Statutory Corporation or Government Companies.

- 3) No member shall be eligible for election as a Member of the Executive Council unless he is nominated by at least two members and unless such nominations are received by the Chairman on or before the prescribed date and in the prescribed manner.
- 4) a) The election shall be by ballot incase the membership runs to more than hundred. Otherwise the election shall be show of hands of the members present.
b) The procedure for election shall be such as may be determined by person presiding at the meeting and the decision of such a person as regards the result of the election shall be final.
- 5) Elected members of the Executive Council shall hold office until the date of next Annual General Meeting of the General Body.

37. *Casual Vacancies :*

The Executive Council shall function notwithstanding any vacancy therein and notwithstanding any defect in its constitution and no act or proceedings of the Executive Council shall be invalid by reason only of the existence of any vacancy amongst its members or any defect in its constitution.

XI. MEETINGS OF THE GENERAL BODY OF THE FISHERIES TECHNOCRATS FORUM

38. The Annual General Meeting of the General Body shall be called by the Chairman of the Fisheries Technocrats Forum **before June of every year** after **giving atleast twenty one day's notice** of date, time, place and the general nature of business to be discussed at such meeting and shall transact the following business : -
 - a) Election of the office bearers ;
 - b) Consideration of the annual report ;
 - c) Consideration of the balance sheet and the audited accounts for the past year ;
 - d) Appointment of auditors for the ensuing year and fixing their remuneration ;

- e) Other business on the agenda (proposed by members or Executive Council) ;
 - f) Such other business as may be brought forward with the permission of the presiding Officer as provided in Rule 44.
39. On or before the fourteenth day succeeding the day on which the Annual General Meeting of the General Body is held, a list shall be filed with Register of the names, addresses and occupations of the members of the Executive Council.
 40. The Chairman of the Fisheries Technocrats Forum may of his own accord and shall if required to do by requisition in writing signed by not less than ten members of the Fisheries Technocrats Forum call after notice of atleast twenty-one days, a special meeting of the General Body.
 41. The Chairman of the Fisheries Technocrats Forum or in the absence of Chairman, the Vice-Chairman shall preside at the meeting of the General Body.
 42. 10 Members of the Fisheries Technocrats Forum shall form a quorum for any meeting of the General Body.
 43. If there should be no quorum on the appointed day the meeting of the general Body shall be held after twentyone days and at the same time and place without further notice.
 44. **No business other than the business** included in the notice convening the meeting or business of which notice has been given to the Chairman atleast **seven days before the date of meeting**, shall be discussed in the meeting except with the permission of the presiding officer.
 45. Every question shall be decided by the General Body by a majority of these present. Every member of the General Body shall have one vote and in case of equality of votes the presiding officer shall have a second or casting vote.

XII. REGIONAL BRANCHES

46. 1) The Executive Council may constitute or cause to be constituted a Regional Branch for any district or a group of Districts.
- 2) Subject to the provisions of byelaws made by the Executive Council each Regional branch shall appoint its Chairman, its Secretary and its Treasurer and shall

notify the appointment to the Chairman of Registered Office of Fisheries Technocrats Forum, Madras.

- 3) Each branch may within its area of jurisdiction engage in any activity conducive to the attainment of the objects of the Fisheries Technocrats Forum consistent with the byelaws made by the Executive Council.

XIII. BYE-LAWS-REGIONAL BRANCHES

47. 1) The Executive Council of the Fisheries Technocrats Forum, Madras may constitute or cause to be constituted a Regional Branch in a town or a city or a specified area. Any district or a group of districts, where **not less than 25 members** of the Fisheries Technocrats Forum reside in such a town or a city or specified area.

Note : The term 'Members' referred to above include Members, Corporate Members, Life Members but does not include Associate Members and Student Members.

- 2) The Regional Branch shall elect a Chairman from amongst its members. The Chairman shall hold office for one year and shall be eligible for re-election.
- 3) The Regional Branch shall elect a Secretary and a Treasurer from amongst its members. The Regional Branch may also appoint a Vice-Chairman if so felt necessary, from amongst its members. The tenure of office of Secretary, Treasurer and Vice-Chairman, if any shall be for one year and they shall be eligible for re-election.
- 4) The appointment of the Chairman, Vice-Chairman, if any, Secretary and Treasurer shall be notified by the Regional Branch to the Chairman of the Fisheries Technocrats Forum, Madras.
- 5) The Regional Branch may set up an Executive Committee for the disposal and conduct of its business and may also frame bye-laws for its working, subject to the approval of the Executive Council of the Fisheries Technocrats Forum, Madras.
- 6) The Executive Committee of the Regional Branch shall consist of not less than 5 members including the Chairman, Vice-Chairman, if any, Secretary and the Treasurer of the Regional Branch, Two additional

members may be added for every additional 25 members subject to the condition that the total strength of the Executive Committee shall not exceed 7.

- 7) The tenure of the members of the Executive Committee shall be one year.
- 8) The Regional Branch shall forward to the Chairman of the Fisheries Technocrats Forum, an Annual Report for the previous financial year on its working by the 1st week of June of the following year. The activities of the Regional Branch, may approximately be incorporated in the Annual Report of the Fisheries Technocrats Forum, Madras.
- 9) 50 percent of the Annual Members subscription received from the members for which the Regional Branch is constituted shall be paid to the Regional Branch for carrying on its activities.
- 10) The Regional Branch may undertake, among other things, the activities of the following types :-
 - i) Lectures, seminars / symposium on Fisheries ;
 - ii) Research projects ;
 - iii) Training courses ;
 - iv) Publication of journals, news letters and books ;
 - v) Use of training aids and films ;
 - vi) Formulation of study groups to study the development of fisheries ;
 - vii) Establishment of a library and a library service to the members ;
 - viii) Liaison with universities in the town and training institutes, if any ;
 - ix) To undertake jointly programme in collaboration with similar bodies ;
 - x) With the frame-work of their objectives, undertake development of various activities in rural areas with the Co-operation of the State Government.
11. Besides its share of members Annual Subscription and any other contribution made by the Fisheries Technocrats Forum Madras the Regional Branch shall be free to raise such other fund through subscription / donations / grants etc. as it may deem fit.

12. The decision of the Executive Council of the Fisheries Technocrats Forum, Madras shall be binding on the Regional Branches in all matters not specifically left to the discretion of the Regional Branches.
13. The Regional Branch shall be deemed to have ceased to exist if (a) it fails to submit its audited accounts for the year (b) it fails to elect its office bearers and members of the Executive Committee for a period of one year after they are due.
14. For the purpose of the maintenance of accounts, the financial year of the Regional Branch shall be from 1st April to 31st March. The funds of the Regional Branch shall be kept in a Scheduled Bank / Cooperative Bank. The annual accounts of the Regional Branch shall be audited in a manner approved by the Executive Committee of the Regional Branch and a copy of the audited accounts shall be submitted to the Chairman of the Fisheries Technocrats Forum along with the Annual Report of the Branch.

XIV. DISSOLUTION OF FISHERIES TECHNOCRATS FORUM AND ADJUSTMENT OF THEIR AFFAIRS

48. The Fisheries Technocrats Forum may by special resolution, determine that it shall be dissolved and thereupon it shall be dissolved forthwith or at the time specified in the resolution adjusting the rule 41 of the Tamil Nadu Societies Registration Act, 1975.
49. In the event of the dissolution of the Fisheries Technocrats Forum, there shall remain after the satisfaction of its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Fisheries Technocrats Forum or any of them, but shall be given to some other association or Forum related to Fisheries to be determined by the votes of not less than three fifths of the members present personally or by proxy at the time of dissolution or in default thereof by a competent Court.

XV. EXHIBITION OF RECORDS OF FISHERIES TECHNOCRATS FORUM

50. The following Registers of the Fisheries Technocrats Forum will be made available for inspection by members free of charge during the working hours in between 10.30 to 13.00 hrs on all Second Saturdays at the Library, Directorate of Fisheries, Teynampet, Madras 6 on a written requisition signed by the members of Fisheries Technocrats Forum provided the requisition is received by the Secretary atleast a week in advance of the proposed inspection.

- 1) Register of Members ;
 - 2) Registers containing minutes ; and
 - 3) Books of accounts.
51. Member shall not however take records out of the office under any circumstances whatsoever or take copies thereof

XVI. GENERAL

52. The Headquarters of the Fisheries Technocrats Forum shall be at Madras.
53. The Memorandum of bye-laws (rules) of the Fisheries Technocrats Forum shall not be amended except by a resolution passed by a three fourth majority of the members present at a meeting of the General Body convened for the purpose.
54. No proposal for alteration of the bye-laws (Rules) of the Fisheries Technocrats Forum shall be considered by the General Body unless atleast twentyeight day's notice thereof has been given to the Chairman.
55. The monthly gathering of Fisheries Technocrats Forum will be held at 10.30 a.m. on the Second Saturday of every month at the Directorate of Fisheries / Registered Office, Madras.
56. Fisheries Technocrats Forum will supply to any member on application and on payment of a fee of Rupee one.
- 1) The Memorandum of Association
 - 2) The bye-laws (rules)
 - 3) The receipt and expenditure account
 - 4) The balance sheet.
57. Any member of Fisheries Technocrats Forum who steals, purloins or embezzles any money or other property or willfully and maliciously destroys or injures any property of the Fisheries Technocrats Forum or forges any deed, bond security of money, receipt or other instrument whereby the funds of the Fisheries Technocrats Forum may be exposed to loss, shall be subject to the prosecution, and, if convicted, shall be liable to be punished in like manner as any person who is not a member would be subject and liable to in respect of the like offence.
58. For matters not mentioned or clearly mentioned in the bye-laws the provisions of the Tamilnadu Societies Registration Act, 1975 and Rules, 1978 will apply.

