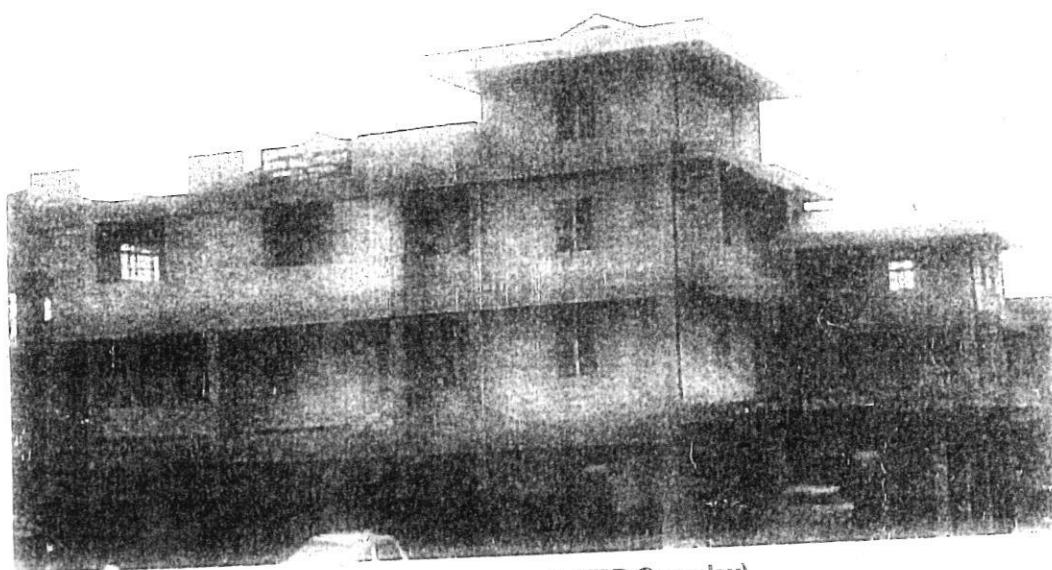


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MEMORANDUM OF ASSOCIATION  
AND  
RULES / REGULATIONS  
OF  
STATE INSTITUTE OF RURAL DEVELOPMENT  
ARUNACHAL PRADESH



(Permanent SIRD Complex)



STATE INSTITUTE OF RURAL DEVELOPMENT  
ESS-SECTOR, ITANAGAR, ARUNACHAL PRADESH  
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STATE INSTITUTE OF RURAL DEVELOPMENT  
ITANAGAR : ARUNACHAL PRADESH

MEMORANDAM OF ASSOCIATION

1. The name of the Society will be "State Institute of Rural Development."
2. The registered office of the Society shall be at Itanagar in the State of Arunachal Pradesh.
3. The objects for which the Society is formed are:-
  - (a) To provide for and promote the study of Rural Development Programmes in all aspects in Arunachal Pradesh keeping pace with the social changes and economic needs and aspirations of the people;
  - (b) To conduct and also to assist in organizing training and study courses, conferences, seminars, workshops, etc., on Rural Development and allied subjects.
  - (c) To undertake, assist, promote and coordinate research through its own or other agencies including Universities, other training institutions in Arunachal Pradesh or through institutions of the Government of India and in other States for the purpose of planning and implementation of various Rural Development Programmes.
  - (d) To provide guidance for or undertake monitoring and evaluation of Rural Development Programmes in both Central and State sectors as may be under implementation in Arunachal Pradesh.
  - (e) To analyse and propose solutions of specific problems encountered in the planning and implementation of rural development programmes and allied activities for integrated and comprehensive development of the blocks.
  - (f) To prepare, print and publish papers, periodicals and books bearing upon the aims, objects and functions of the institute including maintenance of libraries and information services.
4. Pursuant to the aforesaid objects, the Society may:-
  - (a) Accept grants of money securities or property of any kind and undertake and accept the management of any endowment, trust, fund or donation not inconsistent with the objects of the Society, on such terms as may be prescribed by the Government of Arunachal Pradesh from time to time.
  - (b) Invest and deal with funds and monies of the Society.
  - (c) Impose and recover fees and charges for the services rendered by it.

*Continued...2/*

- (d) Purchase, hire, take on lease exchange of otherwise acquire a property, movable or immovable, which may be necessary or convenient for the purpose of the Society and construct, alter and/or maintain such buildings and works, as may be necessary for carrying out the objects of the Society.
  - (e) Sell, hire, lease, exchange or otherwise transfer or dispose of all or any property, movable or immovable, of the society, provided that for the transfer of immovable property prior approval in writing of the Government of Arunachal Pradesh is obtained.
  - (f) Borrow and raise monies on mortgages, promissory notes or other securities founded or based upon all or any of the properties and assets of the Society or without any securities, provided that prior approval in writing of the Government of Arunachal Pradesh is obtained in that behalf.
  - (g) Draw, accept, make, endorse, discount and deposit Government of India and other promissory notes, bills of exchange, cheques or other negotiable instruments.
  - (h) Create Reserve Fund, Sinking Fund, Insurance Fund or any other special fund whether for depreciation, repairs, improvement, extension or maintenance of any of the properties or rights of the Society and/or for recouping wasting assets and for any other purposes for which the society deems it expedient or proper to create or maintain any such Fund or Funds.
  - (i) Create Administrative, Technical, Ministerial and other posts in the Society and make appointments thereto in accordance with the Rules and Regulations of the Society, provided that creation of and appointment to posts carrying a maximum pay of Rs. 3500/- or more per month shall require the prior concurrence of the Government of Arunachal Pradesh.
  - (j) Establish a Provident Fund for the benefit of the staff of the Society or any sections thereof.
  - (k) Make rules and bye-laws for the conduct of the affairs of the society and add to, amend, vary or rescind them from time to time.
  - (l) Do all such other acts and things either alone or in conjunction with other organizations or persons as the Society may consider necessary, incidental or conducive to the attainment of the above objects.
5. The Society shall with effect from the date of its registration under the Societies Registration Act as extended to Arunachal Pradesh be deemed to have been entrusted with and authorized to discharge all functions as envisaged under its aims and objects and as prescribed under the rules of the Society.

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6. The names, occupations, and addresses of 8(eight) first members of the Executive Council to whom by the Rules of the Society, the management of its affairs is entrusted are as follows:-

<u>Name</u>	<u>Occupation</u>	<u>Address</u>
(a) Shri T. Dai,	IPAS	Commissioner/Secy. (RD), Govt. of Arunachal Pradesh, Itanagar.
(b) Shri N. Prasad,	IAS	Commissioner & Secretary (Finance), Govt. of Arunachal Pradesh, Itanagar.
(c) Shri J.K. Mehta,	IFS	Principal C.C.F., Govt. of Arunachal Pradesh, Itanagar.
(e) Shri T.K. Mukherji,	Engineering Service.	Chief Engineer Rural Works Department, Itanagar.
(f) Shri J. Riba,	IAS	Secretary (GA), Govt. of Arunachal Pradesh, Itanagar.
(g) Shri K.D. Deori,	Agricultural Service	Director of Agriculture Arunachal Pradesh, Naharlagun.
(h) Smti S. Gamlin	IAS	Director, Rural Development, Department of Arunachal Pradesh, Itanagar.
(i) Dr. B.P. Maithani,	Special Invitee	Director NIRD, NERC, Guwahati. Rural Development Programmes and Training.

- (j) The first members of the Executive Council shall besides the members whose particulars have been specified in clause 6 above, also include the following, namely:-

- i. One M.P.(Lok Sabha) to be nominated by the General Council of the SIRD from its members.
- ii. One MLA to be nominated by the General Council of the SIRD from its members.
- iii. The Director of the SIRD who shall be appointed by the Executive Council with prior approval of the Govt. of Arunachal Pradesh and who shall thereupon also function as the Secretary to the Executive Council.

*Continued...4/*

- (k) All property of the Society, movable or immovable, shall vest in the Executive Council.
- (l) The income and property of the Society, howsoever derived, shall be applied towards the promotion the objects as set forth in this memorandum of Association subject, nevertheless, in respect of expenditure of grants made by the Government of India as well as by the Govt. of Arunachal Pradesh to such direction as the Government of India or the Govt. of Arunachal Pradesh may from time to time give. No portion of the income and property of the Society shall be paid or transferred directly or indirectly by way of profit to persons who at any time are or have been members of the society, or to any of them or to any persons claiming through them or any of them provided that nothing herein shall prevent the payment in good faith of remuneration to any member or other persons in return for service rendered to the society or for Travelling allowance, halting allowance and other similar charges.
- (m) In the event of winding up or dissolution of the Society, all affairs relating to such a contingency and disposal or accounting for all the assets and liabilities of the Society thereupon shall be regulated in accordance with the provisions under sections 13 and 14 of the Societies Registration Act 1860 as extended to Arunachal Pradesh.
- (n) A copy of the Rules and Regulations of the Society certified to be correct by three member of the Executive Council is filed with the Registrar of Societies, Arunachal Pradesh, Itanagar along with the Memorandum of Association.

We, the several members whose names and addresses are given below, Having associated ourselves for the purpose prescribed in this Memorandum of Association, do hereby subscribe our names to this Memorandum of Association and set our several and respective hands here upto and form ourselves into a Society under the Societies Registration Act 1860 as extended to Arunachal Pradesh this fifteenth day of October 1992 at Itanagar:-

<u>Sl.No.</u>	<u>Name, address and occupation of members</u>	<u>Signature of members.</u>
01.	Sri T. Dai, Commissioner (RD), Govt. of Arunachal Pradesh, Itanagar.	Sd/-
02.	Sri N. Prasad, Commissioner (Fin, Govt. of Arunachal Pradesh, Itanagar.	Sd/

03. Sri J.K. Mehta,  
Principal CCF,  
Govt. of Arunachal Pradesh,  
Itanagar. Sd/
04. Sri T.K. Mukherjee,  
Chief Engineer (RWD),  
Govt. of Arunachal Pradesh,  
Itanagar Sd/
05. Sri J. Riba,  
Secretary (GA),  
Govt. of Arunachal Pradesh,  
Itanagar. Sd/
06. Sri C.D. Deori,  
Director (Agri),  
Govt. of Arunachal Pradesh,  
Naharlagun. Sd/
07. Smti Shakuntala Gamlin,  
Director (RD),  
Govt. of Arunachal Pradesh,  
Itanagar Sd/
08. Dr. B.P. Maithani,  
Director, NIRD, NERC,  
Sundarpur,  
R.G. Baroah Road,  
Guwahati (Assam). Sd/
- WITNESSES:-
01. Sri K. Borang, APCS,  
Joint Director(RD),  
Arunachal Pradesh, Itanagar. Sd/-
02. Sri S.K. Dhar,  
Deputy Director (RD),  
Arunachal Pradesh, Itanagar. Sd/-

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# RULES OF THE STATE INSTITUTE OF RURAL DEVELOPMENT ITANAGAR.

## R U L E S

### CHAPTER – I

1. These rules may be called "Rules of the State Institute of Rural Development."

### CHAPTER – II

#### Definitions

2. Unless otherwise specified in these rules:-

- (i) "Institute" means the "State Institute of Rural Development";
- (ii) "General Council" means the General Council of the Institute;
- (iii) "Executive Council" means the Executive Council of the Institute;
- (iv) "Chairman" means the Chairman of the Institute;
- (v) "Vice Chairman" means the Vice-Chairman of the Institute;
- (vi) "The President" means the President of the Executive Council of the Institute;
- (vii) "Vice President" means the Vice-President of the Executive Council of the Institute;
- (viii) "Director" means the Director of the Institute;

### CHAPTER – III

#### CONSTITUTION OF THE GENERAL COUNCIL OF THE INSTITUTE.

3. The General Council of the Institute shall consist of the following members, namely:-
- |        |  |   |               |
|--------|--|---|---------------|
| (i)    | Minister In charge of Rural Development in Arunachal Pradesh                               | - | Chairman      |
| (ii)   | Chief Secretary, Govt. of Arunachal Pradesh.   | - | Vice Chairman |
| (iii)  | Commissioner (RD)/Secretary (RD), Govt. of Arunachal Pradesh.                              | - | Member        |
| (iv)   | Development Commissioner, Govt. of Arunachal Pradesh.                                      | - | Member        |
| (v)    | Secretary (Finance), Govt. of Arunachal Pradesh  | - | Member        |
| (vi)   | Principal Chief Conservator of Forests and Secretary (Forests), Govt. of Arunachal Pradesh | - | Member        |
| (vii)  | Secretary (GA), Govt. of Arunachal Pradesh   | - | Member        |
| (viii) | Secretary (Plg), Govt. of Arunachal Pradesh  | - | Member        |
| (ix)   | *Secretary (Education), Govt. of Arunachal Pradesh   |   |               |

\*Included Vide Notification No. CD-226/92 (SIRD) Dated 29<sup>th</sup> April, 1994.

(x)	An officer from the Ministry of Rural Development, Govt. of India (to be nominated By the Ministry)	-	Member
(xi)	Chief Engineer (RWD), Govt. of Arunachal Pradesh	-	Member
(xii)	Director of Agriculture, Govt. of Arunachal Pradesh	-	Member
(xiii)	Director of Health Services Govt. of Arunachal Pradesh	-	Member
(xiv)	Director of Industries, Govt. of Arunachal Pradesh		Member
(xv)	Director of Rural Development, Govt. of Arunachal Pradesh		Member
(xvi)	Director of Panchayats, Govt. of Arunachal Pradesh		Member
(xvii)	3 MPs (Lok Sabha & Rajya Sabha)		
(xviii)	3 MLAs of eminent standing from Arunachal Pradesh		Member
(xix)	<b>**Director, SFRI, Govt. of AP, Chimpur, Itanagar</b>		Member
(xx)	<b>**Director, NERIST, Nirjuli</b>		Member
(xxi)	Director (NIRD, NERC)-Guwahati		Member
(xxii)	Two nominees of the Chairman, SIRD (should Be specialists and/or public leaders of eminent Standing)		Member
(xxiii)	The Vice-Chancellor, Arunachal University		Member
(xxiv)	<b>*Director (Trg), ATI, Govt. of Arunachal Pradesh, NLG</b>		Member
(xxv)	Director, SIRD, Itanagar		Member
			Secretary

#### CHAPTER – IV

#### REGISTER OF MEMBERS

4. The Institute shall keep a Register of members giving their occupations and addresses and every member shall sign the same. If a member of the Institute changes his address, he shall notify his new address to the Director who shall thereupon cause his new address to be entered in the Register of members. If the member fails to notify his new address, the address given in the Register of members shall be deemed to be his address.

#### CHAPTER – V

#### TERMS OF OFFICE

- 5.1. The term of office of members mentioned at serial (x), (xvii), (xviii) and (xxii) under rule 3 above shall be for three years, at the expiry of which period the authority concerned may nominate the same person or some other person in their places. In the case of any vacancy arising earlier than the stipulated period of three years, the authority concerned may nominate any other person for the un-expired portion of the term.

**\*\*Included Vide Notification No. CD-226/92 (SIRD) Dated 29<sup>th</sup> April, 1994.**

**\*\*Included Vide Notification No. SIRDA-42/2004 (Admn) dated 29<sup>th</sup> April, 2008**

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- 5.2. A Member of the Institute may resign his membership by a letter addressed to the Director, but his resignation shall take effect only on its acceptance by the Chairman.
- 5.3. A member of the Institute shall cease to be a member if he becomes insolvent or of unsound mind or is convicted of a criminal offence involving moral attitude.

## CHAPTER-VI

### OFFICERS OF THE INSTITUTE

- 4.1. The following shall be the officers of the Institute, namely:-
- i) Chairman
  - ii) Vice-Chairman
  - iii) President, Executive Council\*
  - iv) Director and
  - v) Such other officers as the Executive Council may from time to time appoint.
- 4.2. The Vice Chairman shall be appointed by the Chairman of the Institute and shall hold office for a term of five years.
- 4.3. The Director shall be appointed by the Executive Council with prior approval of the Government of Arunachal Pradesh. He shall receive such salary and emoluments and will be governed by such terms and conditions of service as the Executive Council may determine from time to time with the prior approval of Government of Arunachal Pradesh.

## CHAPTER-VII

### THE GENERAL COUNCIL

- 7.1. There shall be a General Council of the Institute and it shall be composed of all the members mentioned under rule 3.
- 7.2. The annual general meeting of the General Council shall be held at such date, time and place as may be determined by the Chairman.
- 7.3. The General Council shall meet at least twice every year.
- 7.4. For the purpose of rule 7.3. each year shall be deemed to commence on the first day of April and terminate on the thirty first day of March of the following calendar year.

\* Included vide Notification No. SIRDA-42/2004 (Admn) dated 14<sup>th</sup> September, 2005.

Continued...9/

- 7.5. The Chairman may convene a special meeting of the General Council whenever he thinks fit, and shall do so on the written requisition of not less than one-third of the members of the Institute.
- 7.6. Every notice calling a meeting of the General Council shall state the date, time and place at which such meeting will be held and shall be served upon every member of the General Council not less than fifteen clear days before the day appointed for the meeting.
- 7.7. The accidental omission to give notice to, or the non-receipt of notice by, any member or other person, to whom it should be given, shall not invalidate the proceedings at the meeting.
- 7.8. In the absence of the Chairman, the Vice-Chairman or, in his absence any other senior member to be nominated by the Chairman shall preside.
- 7.9. Nine members of the General Council present in person shall form a quorum. No quorum shall be required for an adjourned meeting.
- 7.10. All disputed questions at meetings of the General Council shall be determined by vote.
- 7.11. Each member of the Institute shall have one vote.
- 7.12. In case of an equality of votes the person presiding over the meeting shall have the casting vote.
- 7.13. The Chairman may invite any person, other than a member, to attend a meeting of the General Council and participate in its proceedings. Such invitee shall not, however, be entitled to vote at the meeting.
- 7.14. The General Council shall function notwithstanding any vacancy therein and notwithstanding any defect in the appointment, nomination or election of any member and no act or proceedings of the General Council shall be invalidated or nullified merely by reason only of the existence of any vacancy therein or any defect in the appointment, nomination or election of any member.

**CHAPTER – VIII**

**FUNCTIONS & POWERS OF GENERAL COUNCIL**

- 8.1. The General Council shall have the following powers and functions, namely :-
  - a). to constitute the Executive Council in accordance with rule 9.1. and 9.2. under chapter – IX of these rules and to elect and nominate members of the Standing Committees in accordance with the relevant rules under Chapter – XI of these rules;

Continued...10/

- b). to approve the annual budget of the Institute drawn up by the Executive Council whereupon the approved budget shall be submitted to the Government of Arunachal Pradesh for sanction of Government grants;
- c). to ratify the appointment of Auditor by the Executive Council;
- d). to consider the annual report prepared by the Executive Council;
- e). to consider the balance sheet and audited accounts for outgoing year;
- f). to add to and/or amend (with the prior approval of the Government of Arunachal Pradesh) the Rules of the Institute;
- g). to frame with the approval of the Government of Arunachal Pradesh bye-laws, not inconsistent with these rules, for the regulation of the business of the Institute and in particular with reference to preparation and approval of the budget estimates, sanctioning of expenditures, re-appropriation of funds, making and execution of contracts, investment of the funds of the Institute, accounts and audit, procedure for appointments of staff, the terms and tenure of appointments, emoluments,; terms and conditions governing scholarships, fellowship and deputations, grants-in-aid, research schemes and projects, rules of conduct and other conditions of service of the staff of the Institute;
- h). to constitute two Standing Committees with or without power to co-opt for disposal of any business of the Institute or for advice in any matter pertaining to the Institute, namely:-
  - i). Committee on Administration to deal with matters relating to finance, appointments and administration of the Institute; and
  - ii). Academic Committee to deal with matters relating to training and research, in the manner as here-in-after provided under chapter-XI and XII;
  - iii). to perform such other functions as are entrusted to it under these rules.

## CHAPTER - IX

### THE EXECUTIVE COUNCIL

9.1. There shall be an Executive Council of the Institute and it shall consist of the following members, namely:-

- |            |   |          |   |           |
|------------|---|----------|---|-----------|
| (xxvi)     | Commissioner/Secretary(RD)<br>Arunachal Pradesh   | Govt. of | - | President |
| (xxvii)    | Secretary (Planning), Govt. of Arunachal Pradesh  |          | - | Member    |
| (xxviii)   | Secretary (Finance), Govt. of Arunachal Pradesh   |          | - | Member    |
| (xxix)     | Principal Chief Conservator of Forests, Arunachal Pradesh                                     |          | - | Member    |
| (xxx)      | Chief Engineer, Rural Works Department, Arunachal Pradesh                                     |          | - | Member    |
| (xxxi)     | Secretary (GA), Govt. of Arunachal Pradesh  |          | - | Member    |
| (xxxii)    | <b>*Secretary (Education), Govt. of Arunachal Pradesh</b>                                     |          | - | Member    |
| (xxxiii)   | Director, Rural Development, Arunachal Pradesh  |          | - | Member    |
| (xxxiv)    | Director, (NIRD, NERC), Guwahati  |          | - | Member    |
| (xxxv)     | Director, Agriculture, Arunachal Pradesh  |          | - | Member    |
| (xxxvi)    | <b>**Director, Department of Panchayati Raj, Govt. of Arunachal Pradesh, Itanagar.</b>        |          | - | Member    |
| ✓(xxxvii)  | One MP(Lok Sabha) to be nominated by the General Council of the SIRD                          |          | - | Member    |
| ✓(xxxviii) | One MLA or one specialist to be nominated by the General Council of the SIRD from its members |          | - | Member    |
| (xxxix)    | <b>*Director (Trg), ATI, Govt. of Arunachal Pradesh, Nlg.</b>                                 |          | - | Member    |
| (xl)       | Director, State Institute of Rural Development(SIRD)  |          | - | Member    |

9.2. The constitution of the Executive Council shall be notified by the General Council over the signature of the Chairman on the basis of a resolution adopted at the General council meeting.

9.3. One of the members excluding the Director shall be appointed as Vice-President by the President on the basis of a resolution adopted by the Executive Council.

9.4. The term of nominated members of the Executive Council shall be three years but they shall be eligible for re-appointment. If any member of the Executive Council ceases to be a member of the Institute, he shall automatically cease to be member of the Executive Council.

**\*\*Included Vide Notification No. SIRD-9/93(Admn) Dated 20<sup>th</sup> June, 1994.**

**\*\* Included Vide No. SIRDA-42/2004(Admn) Dated 17<sup>th</sup> August, 2006.**

Continued.12/-

- 9.5. The Executive Council shall function notwithstanding any vacancy therein and notwithstanding any defect in the appointment, nomination or election of any member and no act or proceeding of the Executive Council shall be invalidated or nullified merely by reason only of the existence of any vacancy therein or of any defect in the appointment, nomination or election of any member.
- 9.6. Any nominated member of the Executive Council shall cease to be such if he falls to attend three consecutive meetings of the Executive Council without prior leave of the President.
- 9.7. Any casual vacancy amongst the elected members of the Executive Council arising from death or resignation or otherwise, may be filled by nomination by the Chairman and the members so nominated shall hold office for the un-expired portion of the term of office of the member causing the vacancy.
- 9.8. Every meeting of the Executive Council shall be presided over by its President and in his absence by a member chosen at the meeting.
- 9.9. Five members of the Executive Council present in person shall constitute quorum. No quorum shall be required for an adjourned meeting.
- 9.10. For every meeting of the Executive Council not less than fifteen clear days notice shall be given to each member provided that the President in special circumstances may call a meeting at a shorter notice.
- 9.11. At least three meetings of the Executive Council shall be held in every year.
- 9.12. For the purpose of rule 9.10. each year shall be deemed to commence on the first day of April and terminate on the thirty-first day of March of the following calendar year.
- 9.13. The President of the Executive Council may himself call, or by a requisition in writing signed by him may require the Director to call a meeting of the Executive Council at any time.
- 9.14. Each member of the Executive Council, including the President thereof shall have one vote and in case there happens to be an equality of votes on any question to be decided by Executive Council, its President or in his absence the person presiding over the meeting shall in addition have a casting vote.
- 9.15. The President of the Executive Council may invite any person, other than a member, to attend a meeting of the Executive Council and to participate in the deliberations. Such invitee shall not, however, be entitled to vote at the meeting;
- 9.16. Any business which it may be necessary for the Executive Council to perform may be carried out by circulation among all its members and any resolution so circulated and approved by a majority of the members signing shall be as effectual and binding as if the resolution had been passed at a meeting of the Executive Council, provided that at least seven members have recorded their views on the resolution.

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## CHAPTER - X

### FUNCTIONS AND POWERS OF THE EXECUTIVE COUNCIL

- 10.1. Subject to the general control and directions of the General Council, the Executive Council shall be responsible for the management and administration of the affairs of the Institute in accordance with these rules and the bye-laws made there under for the furtherance of its objects and shall have all powers which may be necessary or expedient for the purpose.
- 10.2. Without prejudice to the generality of rule 10.1 above, the Executive Council shall have the following functions, namely:-
- (a) to prepare and execute detailed plans and programmes for the furtherance of the objects of the Institute;
  - (b) to create such posts and appoint and control such staff other than those for whose appointment specific provisions has been made elsewhere as may be required for the efficient management of the affairs of the Institute and to regulate the requirement and conditions of their service;
  - (c) to receive and to have custody of the funds of the institute and to manage the properties of the Institute;
  - (d) to enter for and on behalf of the Institute into agreements including those containing arbitration clauses;
  - (e) to sue and defend all legal proceedings on behalf of the Institute;
  - (f) to accept the management of any endowment trust, fund, subscription or donation, provided that it is not attended by any condition inconsistent or in conflict with the objects of the Institute;
  - (g) to draw up the annual budget of the Institute to be submitted for approval of the General Council;
  - (h) to prepare the annual report and accounts of the Institute for the consideration of the General Council;
  - (i) to incur any expenditure subject to the provisions of the approved budget and also subject to the provisions of these rules;
  - (j) to lay down terms and conditions governing scholarships, fellowships, deputations, grants-in-aid, research schemes and projects; and
  - (k) to nominate a person or persons to re-present the institute in national and international conferences and organisation.
- 10.3. The Executive Council may by resolution delegate to its President or to any Standing Committee or to the Director or to any other officer of the Institute, such of its powers for the conduct of business as it may deem fit, subject, if deemed necessary, to the condition that the action taken by its own President, the Standing Committee or the Director or other officers under the powers so delegated to him shall be subject to confirmation at the next meeting of the Executive Council.

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CHAPTER - XI  
STANDING COMMITTEES

11.1. There shall be two Committees, namely:-

- (i) the Committee on Administration; and
- (ii) the Academic Committee.

11.2. The composition of both the Committees to be constituted in pursuance of rule 11.1 shall be decided by the Executive Council at its first meeting after the Institute has been duly registered to function as such. Provided that each of these two Committees shall be formed by adopting a resolution at the Executive Council meeting and keeping in view of the powers and functions of each Committee as specified in chapter-XII of these rules. Constitution of these two Committees shall further be subject to the following provisions:-

- (a) each Committee shall consist of not less than 7(seven) members including the Director of the Institute who shall be the Chairman of each Committee;
- (b) the size and composition of the Academic Committee should be broad-based and need not necessarily be confined to selection of its members from amongst the members of the Executive Council or even of the General Council so that the advice and services of experts/specialists drawn from various other training institutes or organisations in or outside Arunachal Pradesh could be availed of for best management of the academic affairs of the Institute;
- (c) neither of the two Standing Committees shall start discharging respective functions before their composition as recommended by the Executive Council has been formally approved by the Govt. of Arunachal Pradesh.

11.3. Every meeting of the two Standing Committees shall be presided over by the Chairman of the Committee, i.e., the Director of the Institute.

11.4. The notification constituting the aforesaid two Standing Committees to be issued by the Executive Council with prior approval of the Govt. of Arunachal Pradesh shall also specify the quorum for meeting of each Committee and further incorporate such other rules and directions as may be considered necessary to regulate the functioning of these Committees smoothly and effectively.

## CHAPTER – XII

### POWERS AND FUNCTIONS OF THE STANDING COMMITTEES.

12.1 The Committee on Administration shall deal with matters relating to appointment, Administration and finance. It shall deal with matters, proposals or schemes relating to the following subjects referred to it, initiated by it or otherwise:-

A. APPOINTMENTS:-

- i). Selection and making recommendations for appointments or selection and appointments to posts in different categories in Group 'A' as the case may be except the Director for which the Executive Council is the competent authority;
- ii). Prescription of rules for recruitment to posts referred to in (i) above.

B. ADMINISTRATION:

Matters relating to administration of the Institute, staff, Service conditions of staff, welfare measures, Rules of the Institute, Service Bye-laws, Financial Bye-laws, Research Project Bye-laws and Fellowship, Scholarship and Deputation Bye-laws of the Institute, Conduct Rules disciplinary matters concerning employees of the Institute, etc.

C. FINANCE:-

- I) Proposals, schemes, projects and major works programme involving financial implication;
- II) Scrutiny of proposals for creation or abolition of posts in Group 'A' and recommendation regarding creation or abolition of any category of posts in Group 'A' to 'D'.
- III) Scrutiny of the budget estimates of the Institute
- IV) Scrutiny of the Annual Accounts of the Institute and the audit report thereon.
- V) Scrutiny of proposals for re-appropriation of funds.
- VI) Review of the financial position of the Institute from time to time.
- VII) Review of the consultancy, development fund and benevolent fund accounts of the Institute from time to time.
- VIII) Examination of any other matter with financial implications affecting the affairs of the Institute.
- IX) The Committee shall dispose of finally matters in respect of items for which the Executive Council has delegated the powers under rule 10.3. of chapter-x of Rules of the Institute. In all other matters, and in respect of items (iii) and (iv) above, the Committee shall tender its advice and make its recommendations to the Executive Council.

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## 12.2 ACADEMIC COMMITTEE :

The Academic Committee shall deal with matters relating to research and training. It shall also function as the Committee on evaluation. It shall deal with matters, proposals or schemes relating to the following subjects referred to it or initiated by it or otherwise:-

### A. TRAINING :

- I) Annual training programme of the Institute.
- II) Any other matter relating to training activities of the Institute, such as, methodology of training, coverage, course content, syllabus, duration, etc.

### B. RESEARCH :

- I) Annual research programmes of the Institute;
- II) Proposals in regard to research studies to be taken up during the year, not included in the annual programme;
- III) Consultancy research studies sponsored by Ministries and Departments of Government of India, State Governments and other agencies in India;
- IV) Collaborative research studies in collaboration with Agricultural Universities, other academic and research institutions in India, State Governments and other agencies;
- V) Award of fellowship/scholarship under the Fellowship, Scholarship and Deputation Bye-laws;
- VI) To examine any other matter concerning research and training activities of the Institute.
- VII) The Committee shall dispose of finally matters in respect of items for which the Executive Council has delegated its powers under rule 10.3 of chapter – X of the rules of the institute. In all other matters, the Committee shall tender its advice and make recommendations to the Executive Council.

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### CHAPTER – XIII

#### POWERS AND FUNCTIONS OF THE DIRECTOR

- 13.1. The Director as the Principal Executive Officer of the Institute shall be responsible for the proper administration of the affairs of the Institute and shall exercise powers under the direction and guidance of the Executive Council.
- 13.2. It shall be the duty of the Director to coordinate and exercise general supervision over all the activities of the Institute.
- 13.3. He shall prescribe the duties of all officers and staff of the Institute and shall subject to these rules and bye-laws, if any, exercise such supervision and disciplinary control as may be necessary.
- 13.4. In the absence of Director on long leave, deputation in India or abroad of at the time of laying down office, arrangements to look after the duties of the Director shall be made by the President of the Executive Council with the prior approval of the Government of Arunachal Pradesh.

### CHAPTER – XIV

#### FUNDS OF THE INSTITUTE.

- 14.1. The funds of the Institute shall consist of the following:-
  - a). grants made by the Government of India and/or the State Government of Arunachal Pradesh.
  - b). donations and contributions from other sources;
  - c). fees and charges imposed by Institute for services rendered by it;
  - d). income from investments; and
  - e). income and receipts from other sources.
- 14.2. The bankers of the Institute shall be decided and appointed as such by the Executive Council by adopting a resolution to that effect with prior approval of the Govt. of Arunachal Pradesh. Provided that the bankers so appointed must be stationed at Itanagar.
- 14.3. All funds shall be paid into the Institute's accounts with the appointed bankers at Itanagar and shall not be withdrawn, except by means of cheque signed by the Director, or by such other officer of the Institute as may be duly empowered in this behalf by the President of the Executive Council.

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## CHAPTER - XV

- 15.1. The Institute shall cause regular accounts to be kept of all its money and properties in respect of its affairs. The accounts shall be maintained in such form as the State Government may prescribe in consultation with the Director of Accounts, Arunachal Pradesh/Accountant General (Accounts & Settlements), Arunachal Pradesh, Shillong.
- 15.2. The accounts of the Institute shall be audited annually by a registered Chartered Accountant duly appointed by the Executive Council as Auditor of the Institute. Provided that the Auditor shall be appointed every year and that the same Auditor shall not be appointed to audit the accounts of the Institute and prepare Balance Sheets, etc., for more than two financial years consecutively.
- 15.3. All expenditure on fees and other charges for getting the accounts audited shall be payable by the Institute under the appropriate expenditure head out of the grants received by it.

## CHAPTER - XVI

### ANNUAL REPORT

16. An Annual Report of the proceedings of the Institute and of all works undertaken during a year together with balance sheet and audited accounts shall be prepared by the Executive Council and submitted for the information of the Government of Arunachal Pradesh and of the members of the Institute. A draft of such report and yearly accounts of the Institute shall be placed before the General Council at the Annual General Meeting.

## CHAPTER - XVII

### MISCELLANEOUS

- 17.1. In the discharge of its functions the General Council shall be guided by such directions on questions of policy as may be given to it by the Government of Arunachal Pradesh. The decision of the Government of Arunachal Pradesh as to whether a question is or is not a matter of policy shall be final. Such directions shall be in writing.
- 17.2. Subject to the provisions of these Rules the General Council may alter, extend or abridge any purpose or purposes for which the Society is established.
- 17.3. With the previous concurrence of Government of Arunachal Pradesh, the rules of the Society may be altered or amended at any time by a resolution voted by two-thirds of the members present at a meeting of the General Council convened for the purpose in accordance with the rules of the Society.
- 17.4. As and when there is any change in the nomenclature of the Ministry/Ministries,

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Department(s), Institution(s) and Designation(s) mentioned in these Rules, such change(s) shall automatically stand incorporated in the concerned Rules.

We, the several persons, whose names and addresses are subscribed hereto, being members of the Executive Council of the State Institute of Rural Development at Itanagar, certify the above to be a correct copy of the Rules of the said Society.

<u>Sl.No.</u>	<u>Name, address and occupation of members</u>	<u>Signature of members</u>
01.	Sri T. Dai, Commissioner (RD), Govt. of Arunachal Pradesh, Itanagar.	Sd/-
02.	Sri N. Prasad, Commissioner (Fin, Govt. of Arunachal Pradesh, Itanagar.	Sd/
03.	Sri J.K. Mehta, Principal CCF, Govt. of Arunachal Pradesh, Itanagar.	Sd/
04.	Sri T.K. Mukherjee, Chief Engineer (RWD), Govt. of Arunachal Pradesh, Itanagar	Sd/
05.	Sri J. Riba, Secretary (GA), Govt. of Arunachal Pradesh, Itanagar.	Sd/
06.	Sri C.D. Deori, Director (Agri), Govt. of Arunachal Pradesh, Naharlagun.	Sd/
07.	Smti Shakuntala Gamlin, Director (RD), Govt. of Arunachal Pradesh, Itanagar	Sd/
08.	Dr. B.P. Maithani, Director, NIRD, NERC, Sundarpur, R.G. Baroah Road, Guwahati (Assam).	Sd/
<b><u>WITNESSES:-</u></b>		
01.	Sri K. Borang, APCS, Joint Director(RD), Govt. of Arunachal Pradesh, Itanagar	Sd/
02.	Sri S.K. Dhar, Deputy Director (RD), Arunachal Pradesh, Itanagar	Sd/

FORM No. SR-2  
THE SOCIETIES REGISTRATION ACT, 1860  
[AS MODIFIED BY THE SOCIETIES REGISTRATION  
(EXTENSION TO ARUNACHAL PRADESH) ACT, 1978]  
(See Section 3)

No. 044 SR/IT4/238

This is to certify that *State Institute of Rural Development*  
with its Head Office at *Itanagar* in Arunachal Pradesh  
has been registered under Section 3 of the Societies Registration  
Act, 1860 [as modified by the Societies Registration (Extension to  
Arunachal Pradesh) Act, 1978].

The Society has been established for the promotion of *Rural Development*  
and *efficiency of use of knowledge through*  
*exchange of ideas and from the class.*

This certificate is valid from *04-06-93*

until cancelled

(Seal)

*[Signature]*  
Deputy Secretary (A.)  
Signature  
Ex-Officio Registrar of Societies  
Arunachal Pradesh

*[Signature]*

*10/11/93*  
Director  
State Institute of Rural Development  
Itanagar, Arunachal Pradesh