

**MEMORANDUM
OF
ASSOCIATION AND RULES**

ISID

INSTITUTE FOR STUDIES IN INDUSTRIAL DEVELOPMENT
4, Institutional Area, P.B. No. 7513, Vasant Kunj
New Delhi – 110 070, INDIA

CERTIFICATE OF REGISTRATION

OF

SOCIETY ACT, XXI OF 1860

No. S / 17128

OF 1986

I hereby certify that **INSTITUTE FOR STUDIES IN INDUSTRIAL DEVELOPMENT** has been registered under the Societies Registration act, XXI of 1860.

GIVEN UNDER MY HAND AT DELHI on this Day 7TH OF **OCTOBER** One Thousand Nine Hundred and Eighty Six.

REGISTRATION FEE OF Rs. 50.00 PAID

SEAL

SD/
(ALKA DIWAN)
REGISTRAR OF SOCIETIES
DELHI ADMN, DELHI

**MEMORANDUM OF ASSOCIATION
OF
INSTITUTE FOR STUDIES IN INDUSTRIAL DEVELOPMENT
NEW DELHI**

(As amended in the special meeting of the Board of Governors/General Body of the ISID on July 21, 2003 and approved in the subsequent special meeting held on October 30, 2003)

1. The name of the Society shall be INSTITUTE FOR STUDIES IN INDUSTRIAL DEVELOPMENT (hereinafter referred to as the Institute).
2. The registered office of the Institute shall be situated N.C.T of Delhi and it is at Plot No-4, Vasant Vihar Institutional Area, New Delhi - 110 070
3. The objectives for which the Institute is established are:-
 - (1) to undertake, promote, and co-ordinate research in the area of industrial development, with special emphasis on the problems of India and its relationship with other countries of the world;
 - (2) to build and maintain research infrastructure and data bases on the Indian economy in general and the industrial and corporate sectors, in particular;
 - (3) to provide a forum for exchange of views for understanding of the operations of socio-economic systems in the framework of planned industrial development;
 - (4) to provide academic and professional training and guidance to agencies, institutions and scholars engaged in advanced study and research in the area of industrial economics and related policy issues;

- (5) to offer, on request, consultancy services to the Government of India, State Governments and Union Territory Administrations, Universities, Colleges and other educational institutions and public sector organisations in Industry and services;
- (6) to act as a clearing house of ideas and information on research in the field of industry and related areas, with special emphasis on the problems of India and the developing economies;
- (7) to invite scholars from India and abroad to conduct and participate in research and deliver lectures and to pay them such remuneration as may be considered suitable;
- (8) to organise meetings, lectures, seminars, symposia and conferences to promote the objectives of the Institute;
- (9) to collaborate with other agencies, institutions and organizations (including universities, colleges, educational and research institutions and public bodies in India and abroad) in such manner as may be necessary for the promotion of the objectives of the Institute;
- (10) to institute fellowships and award scholarships;
- (11) to organise and conduct programmes of advanced training;
- (12) to organize and conduct programmes of refresher courses and summer schools for academics, civil servants and others with a view to improving the quality of teaching and policy planning, implementation and research;
- (13) to develop close working relations in teaching and research in the area of interest of the Institute with Universities and Colleges, Governments (Central and State) and public bodies,

societies and associations which are organised to pursue similar objectives;

- (14) to establish Chapters, Branches and Centres in places other than Delhi to promote and objectives of the Institute;
- (15) to prepare, print, and publish papers, periodicals and books and to disseminate information in furtherance of the objectives of the Institute;
- (16) to secure and accept endowments, grants-in-aid, donations or gifts on mutually agreed terms and conditions;
- (17) to acquire by gift, purchase, lease or otherwise computers and other equipment and any property movable or immovable, which may be necessary or convenient for the purposes of the Institute and to construct, alter and maintain any buildings for the purposes of the Institute;
- (18) to draw, make, accept, endorse, discount and negotiate promissory note, bills of exchange, cheques and other negotiable instruments;
- (19) to invest the funds of the Institute in Nationalised Banks or Government Securities in such manner as may be expedient and to sell or transfer such investments;
- (20) to take over and acquire by purchase, gift, donation, contribution and the like, from the Government of India, State Governments, or any other public bodies or private individuals, movable or immovable properties or other funds, together with any attendant obligations and engagements not inconsistent with the objectives of the Institute;

- (21) to borrow funds, with or without security, for purposes of the Institute, from the Government of India, State Governments, Union Territory Administrations, Financial Institutions, Banks and other National and International Institutions or persons on such terms and conditions as may be mutually agreed upon;
 - (22) to transfer the movable and immovable properties of the Institute by sale, mortgage, gifts, etc. for furthering the objectives of the Institute; and
 - (23) to undertake all such lawful acts and things which may be auxiliary, incidental or ancillary to the furtherance of the aforesaid objectives of the Institute.
4. All the income, earnings, movable or immovable properties of the Society shall be solely utilized and applied towards the promotion of its aims and objectives only as set forth in this Memorandum of Association and no portion thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profit or in any manner whatsoever to the present or past members of the Society or to any person claiming through any one or more of the present or the past members. No member of the Society shall have any personal claim on any movable and/or immovable properties of the Society or to make any profit, whatsoever, by virtue of his membership.
 5. The names, addresses and occupations of the First Members of the Board of Governors of the Institute, to whom by the Regulations of the Institute, the Management of its affairs is entrusted as required under Section 2 of the Societies Registration Act, 1860, as applicable to the Union Territory of Delhi are as follows:

S.No.	Name, Address and Occupation	Designation
1.	Professor Moonis Raza Vice-Chancellor Delhi University Delhi.	Chairman
2.	Professor Y.K. Alagh Chairman Bureau of Industrial Costs & Prices Lok Nayak Bhawan New Delhi.	Member
3.	Professor G.S. Bhalla Chairman Commission for Agricultural Costs & Prices Krishi Bhawan New Delhi.	Member
4.	Shri T.N. Chaturvedi Comptroller and Auditor General of India Bahadurshah Zafar Marg New Delhi.	Member
5.	Shri K.S. Chalapati Rao Lecturer Corporate Studies Group IIPA New Delhi.	Member

S.No.	Name, Address and Occupation	Designation
6.	Professor S.R. Hashim In-charge Perspective Planning Division Planning Commission Yojana Bhawan, New Delhi.	Member
7.	Shri Abid Hussain Member Planning Commission Yojana Bhawan, New Delhi.	Member
8.	Dr. Vijay Kelkar Secretary Economic Advisory Council Yojana Bhawan, New Delhi.	Member
9.	Shri Kishore Lal Secretary General Centre for Applied Politics New Delhi.	Member
10.	Professor M.V. Mathur Member Pay Commission, Western Court New Delhi.	Member

S.No.	Name, Address and Occupation	Designation
11.	Professor D.D. Narula Director Institute of Development Studies Jaipur.	Member
12.	Professor T.S. Papola Director Giri Institute of Development Studies Lucknow.	Member
13.	Professor S.K. Goyal Programme Director Corporate Studies Group Indian Institute of Public Admn. New Delhi.	Member- Secretary

We, the undersigned, are desirous of forming a society namely Institute for Studies in Industrial Development under the Societies Registration Act, 1860 as applicable to the Union Territory of Delhi in pursuance of this Memorandum of Association of the Society; AND AS SUCH

We, the several persons whose names and addresses are given below, having associated ourselves for the purpose described in this Memorandum of Association, do hereby subscribe our names to this Memorandum of Association and set our several and respective hands hereunto and form ourselves into a society under Act 21 of 1860, this 20th day of August 1986, at New Delhi.

S.No.	Names, Address and Occupations of	Signatures of Members
1.	Professor Moonis Raza Vice-Chancellor Delhi University Delhi.	Sd/-
2.	Professor Y.K. Alagh Chairman Bureau of Industrial Costs & Prices Lok Nayak Bhawan New Delhi.	Sd/-
3.	Professor G.S. Bhalla Chairman Commission for Agricultural Costs & Prices Krishi Bhawan New Delhi.	Sd/-
4.	Professor S.K. Goyal Programme Director Corporate Studies Group Indian Institute of Public Administration New Delhi.	Sd/-
5.	Shri T.N. Chaturvedi Comptroller and Auditor General of India Bahadurshah Zafar Marg New Delhi.	Sd/-

S.No.	Names, Address and Occupations of	Signatures of Members ~
6.	Shri K.S. Chalapati Rao Lecturer Corporate Studies Group IIPA, New Delhi.	Sd/-
7.	Professor S.R. Hashim In-charge Perspective Planning Division Planning Commission Yojana Bhawan New Delhi.	Sd/-
8.	Shri Abid Hussain Member Planning Commission Yojana Bhawan New Delhi.	Sd/-
9.	Dr. Vijay Kelkar Secretary Economic Advisory Council Yojana Bhawan New Delhi.	Sd/-
10.	Shri Kishore Lal Secretary General Centre for Applied Politics New Delhi.	Sd/-

S.No.	Names, Address and Occupations of	Signatures of Members
11.	Professor M.V. Mathur Member Pay Commission Western Court New Delhi.	Sd/-
12.	Professor T.S. Papola Director Giri Institute of Development Studies Lucknow.	Sd/-
13.	Professor D.D. Narula Director Institute of Development Studies Jaipur.	Sd/-
WITNESS		
	Dr. D.S. Tyagi Member-Secretary Commission for Agricultural Costs and Prices Krishi Bhavan, New Delhi.	Sd/-

**RULES
OF
INSTITUTE FOR STUDIES IN INDUSTRIAL DEVELOPMENT
NEW DELHI**

(As amended in the special meeting of the Board of Governors/General Body of the ISID on July 21, 2003 and approved in the subsequent special meeting held on October 30, 2003)

1. Short Title

These Rules may be called "The Rules of the Institute for Studies in Industrial Development", New Delhi.

2. Definitions

In these Rules, unless the context otherwise requires:

- (a) "Board of Governors" or the "Board" means the Board of Governors constituted under Rule 7;
- (b) "Chairman" means the Chairman of the Board of Governors;
- (c) "Vice-Chairman" means the Vice-Chairman of the Board of Governors;
- (d) "Director" means the Director of the Institute;
- (e) "Faculty" means the Faculty of the Institute as defined under Rule 20;
- (f) "General Body" means the General Body of the Institute as constituted under Rule 5;
- (g) "Institute" means the Institute for Studies in Industrial Development, New Delhi;
- (h) "Bye-Laws" means Bye-Laws framed under Rule 29;
- (i) "Life Member" means a member for life of the Institute under Rule 3a(i);

- (j) "Corporate Member" means a Corporate member of the Institute, admitted under Rule 3a(ii);
- (k) "Individual Member" means an Individual Member of the Institute, admitted under Rule 3a(iii); and
- (l) "Honorary Member" means a member of the Institute, admitted under Rule 3a(iv).

3. Membership

- (a) i) ***Life Members:*** Signatories to the Memorandum of Association shall be Members for Life of the Institute;
- ii) ***Corporate Members:*** The Board of Governors, on application in the prescribed form, admit on such conditions as may be specified in each case, as a Corporate Member of the Institute, a research institute, university, statutory corporation, joint stock company or a registered society and on payment of membership as decided by the Board.
Corporate Members shall be entitled to use the Institute's research infrastructure facilities, hostel accommodation and to receive publications and journal on the rates prescribed by the Board.
- iii) ***Individual Members:*** The Board of Governors may, on application in the prescribed form, admit as an Individual Member of the Institute an individual academic, administrator or a public representative on being duly proposed and seconded by any two existing members and on payment of membership fee as prescribed by the Board.
- iv) ***Honorary Members:*** The Board of Governors may invite any person who has rendered distinguished service in the area of the objectives of the Institute to be an Honorary Member of the Institute. Honorary Members shall have the status of Life Members.

- b) **Cessation of Membership:** Any member of the Institute may be removed from the membership by a decision of the Board of Governors and as per the procedure laid down by the Board.

4. **Authorities of the Institute**

The following shall be the Authorities of the Institute:

- (a) General Body;
- (b) Board of Governors;
- (c) Director; and
- (d) Such other bodies as may be constituted by the Board.

5. **General Body**

The General Body of the Institute shall consist of:

- a) Members of the Board of Governors;
- b) Life Members of the Institute;
- c) Faculty of the Institute; and
- d) Other Members of the Institute.

6. (a) The General Body will meet once a year to transact the following business:
- i) To review progress of the Institute during the year and suggest programmes of development; and
 - ii) To appoint auditors for annual audit of the accounts of the Institute and to fix their remuneration.
- (b) i) The Annual General Meeting shall be called by the Chairman of the Board and shall be presided over by him. In the absence of Chairman, Vice-Chairman shall preside over the meetings of the Board;

- ii) Between two Annual General Meetings, there shall not be a gap of more than fifteen months;
- iii) One-fourth of the total Members of the General Body or 15 members whichever is less shall form the quorum; and
- iv) Voting at the General Body Meetings shall be in such a manner as the Chairman may decide.

7. **Board of Governors**

- (a) The Board of Governors shall consist of:
 - i) Chairman;
 - ii) Vice-Chairman;
 - iii) Not more than two nominees of the Indian Council of Social Science Research;
 - iv) Members not exceeding sixteen nominated or co-opted under Sub-Rules (e) and (f) of this Rule; and
 - v) The Director of the Institute.
- (b) The Chairman shall be elected by the Board of Governors from among its members.
- (c) The Vice-Chairman shall be selected by the Board from among its members.
- (d) The Board of Governors before the end of its tenure shall nominate eight members to the successor Board of Governors.
- (e) The Board shall have the power to co-opt ten members including two members of the Institute's Faculty to the Board subject to the Rule 9 and Sub-Rule a(iv) of this Rule.

- (f) The Director shall be the Ex-Officio Member-Secretary of the Board of Governors.

8. Office-Bearers of the Institute

The following shall be the office-bearers of the Institute:

- (a) Chairman;
- (b) Vice-Chairman;
- (c) Director; and
- (d) Such other office-bearers as may be constituted by the Board of Governors to give effect to the provisions of the Memorandum of Association and these Rules.

9. Tenure and Co-option

- (a) Members of the Board of Governors other than the Nominees of the ICSSR shall hold membership for five years and shall be eligible for re-nomination/re-cooption.
- (b) Any vacancy on the Board of Governors, other than that of Nominees of the ICSSR, arising due to any cause may be filled by co-option by the Board and the Members so co-opted shall hold office for the unexpired portion of the term of office of the Member causing the vacancy.

10. A member of the Board other than a Nominee Member may resign his membership by a letter of resignation addressed to the Chairman, and his resignation shall take effect from the date it is accepted by the Chairman.

Any member of the Board of Governors who fails to attend three successive meetings of the Board and who does not inform in writing to the Board of his temporary inability to attend the meetings shall be deemed to have ceased to be a member of the Board from the date of the third meeting unless the Board expressly condones the absence.

11. The meetings of the Board shall be held in accordance with the provisions of these Rules and such other Bye-Laws, not inconsistent with it, as may be framed by the Board. The Chairman shall preside over the meetings of the Board. In his absence, the Vice-Chairman shall preside over the meetings of the Board.
12. No act or proceeding of the Board of Governors shall be invalidated merely by reason of the existence of a vacancy or vacancies among its members or merely because of some person who is entitled to be a member by virtue of his office not being a member of the Board of Governors for the time being.
13. Subject to the provisions of the Memorandum of Association and Rules, the Board of Governors shall have all administrative and financial powers to conduct the affairs of the Institute for fulfilling its objectives. In particular and without prejudice to the generality of the above, the Board of Governors shall have the power to:
 - (a) Constitute Committees; and
 - (b) Delegate its powers to the Committees/Officers of the Institute.
14. The Board of Governors may delegate to the Vice-Chairman, the Director or to any of its members and to any other Committee or Sub-Committee or Officer of the Institute such administrative and financial powers as it may deem proper and consider necessary and also prescribe the limitations within which such powers are to be exercised or duties performed.

15. When the matter is of urgent nature requiring immediate action and the same cannot be immediately dealt with by any Officer or Authority of the Institute empowered under these Rules to deal with it, the Director may take such action as he/she may deem fit, with the approval of the Chairman/Vice-Chairman. All such actions shall, however, be put up in the meeting of the Board of Governors for ratification.

16 *Vice-Chairman*

- a) In the absence of the Chairman, Vice-Chairman shall preside over the meetings of the Board of Governors; and
- b) The tenure of the Vice-Chairman shall be for a period of five years or the unexpired term of the Board.

17. Director

- (a) The Director of the Institute shall be the Member-Secretary of the Board of Governors;
- (b) The Director shall be appointed by the Board of Governors;
- (c) The term of office of the Director shall be five years and can be extended by the Board; and
- (d) The other terms and conditions of service of the Director shall be such as may be determined by the Board of Governors.

18. Appointment of Director

The Board of Governors shall determine the procedure for selection and appointment of the Director of the Institute.

19. Functions of the Director

- (a) The Director shall be the Chief Academic and Executive Officer of the Institute. His powers, duties and responsibilities shall be assigned to him by the Board of Governors.
- (b) The Director shall prescribe the duties of all Faculty members, Officers, and other staff of the Institute and shall exercise such supervision and control as may be necessary.
- (c) It shall be the duty of the Director to co-ordinate and exercise general supervision over all the research, training, refresher courses, summer schools and other activities undertaken by the Institute.

20. Faculty

- (a) The Faculty of the Institute shall consist of all Professors, Associate Professors, Assistant Professors and other research staff including Honorary Professors and Fellows at the Institute.
- (b) The Director shall be the Chairman of the Faculty.
- (c) The Director may advise and assign responsibilities to the Faculty in respect of academic and administrative functioning of the Institute. The Faculty shall plan and implement the research programme of the Institute and review the progress of research, training, teaching and consultancy activities of the Institute.

21. Appointment of Staff

Appointments to all Faculty and Administrative positions shall be made in accordance with the procedure laid down by the Board of Governors.

22. Funds

The funds of the Institute shall consist of:

- (a) Grants made by the ICSSR and other funding agencies;
- (b) Grants made by the Government of India/State Governments and other public bodies;
- (c) Income from Endowment /Corpus Fund;
- (d) Income from the assets of the Institute;
- (e) Receipts of the Institute from other sources;
- (f) Donations and contributions from other sources; and
- (g) Borrowings and loans.

23. Operation of Bank Account

All funds shall be paid into the Institute's account with any branch of a Scheduled Commercial Bank and shall not be withdrawn except through a cheque signed and countersigned by such officer or officers as may be duly empowered in this behalf by the Board of Governors.

- 24. (a) The income and property of the Institute, however derived, shall be applied towards the promotion of the objects thereof as set forth in the Memorandum of Association.
- (b) No portion of the income and property of the Institute shall be paid or transferred directly by way of dividends, bonus or otherwise howsoever by way of profit, to the persons who are or at any time have been members of the Board of Governors or to any one of them or to any person claiming through them.

Provided that nothing herein contained shall prevent the payment of remuneration or honorarium to any members or any other person in return for any services rendered to the Institute or for travelling allowance, halting or other similar charges.

25. Financial Year

The Financial Year of the Institute shall be from the first day of April to the Thirty-first day of March every year.

26. Accounts and Audit

The Institute shall maintain proper accounts and other relevant records and prepare annual accounts comprising the receipt and payment accounts, income and expenditure account and the balance sheet in such form as may be prescribed in the Bye-Laws.

27. The accounts of the Institute shall be audited annually by qualified auditors appointed at the Annual Meeting of the General Body. The accounts, along with the Report of the Auditors, shall be presented to the members at the next Annual General Meeting.

28. Annual Report

The Institute shall prepare an Annual Report on its working which shall also include a Statement of Audited Accounts and the Report of the Auditors. The Report shall be circulated to members of the General Body.

29. Bye-Laws

The Board of Governors shall have the power to frame Bye-Laws, not inconsistent with the Memorandum of Association and these Rules. The Board of Governors may also amend, add to, alter or delete any of the Bye-Laws.

30. Amendment of Rules

Subject to the provisions of the Societies Registration Act, XXI, 1860, the Institute may amend, add to or delete any of these Rules by a Resolution passed at a Special Meeting of the Board of Governors, duly convened for the purpose, and supported by more than three-fifths of the Members present.

31. The Institute shall sue and be sued in the name of the Director under Section 6 of the Act.

32. The Institute shall maintain a Register of all Members of the Institute in such form as may be prescribed in the Bye-Laws.

33. Interpretation of the Rules

If difficulty arises in the functioning of the Institute on account of any lacunae in the Memorandum of Association or in the Rules, the Board of Governors shall have the power to give such directions to resolve the difficulty as are not inconsistent with the Memorandum of Association or the Rules.

34. Seal

The Institute shall have a common Seal of such make and design as the Board of Governors shall determine.

35. Instruments

All deeds and instruments by or in favour of the Institute shall be signed by the Director or such other office-bearer who may be nominated for the purpose by the Board of Governors.

36. Dissolution

- (a) Subject to the provisions of the Societies Registration Act XXI, 1860 and subject to the approval of the ICSSR the Society may be dissolved by a Resolution passed at a meeting of the Board of Governors, duly convened for the purpose, and supported by three-fifths of the Members present.
- (b) On dissolution, all assets and liabilities of the Society shall vest in the ICSSR and the associate institutions who may be determined as associate Institutes by the Board of Governors.

37. Application of the Act

All the provisions under all the sections of the Societies Registration Act, 1860 as applicable to the Union Territory of Delhi shall apply to the Institute.

38. **CERTIFIED** to be the correct copy of the Rules of the Institute for Studies in Industrial Development, New Delhi.

Sd/
(Chandra Shekhar)
Chairman

Sd/
(S.K. Goyal)
Member-Secretary &
Hony Director

Sd/
(T.S.Papola)
Member