



## Indian Potato Association, Shimla.

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### **Constitution & Byelaws**

**of**

### **Indian Potato Association**

(Revised and adopted on November 24, 1979 and as amended from time to time)

#### **NAME:-**

Article 1. The name of the Association shall be the Indian Potato Association hereafter referred to as IPA.

The IPA shall be a registered Society under Indian Societies Registration Act 1860 (Act I of 1860)

#### **HEAD QUARTERS:-**

Article 2. The headquarters of the IPA shall be at the headquarters of the Central Potato Research Institute, Shimla.

#### **AIMS & OBJECTIVES:-**

Article 3. The aims and objects of the IPA shall be to:

Advance the cause of potato research and development, culture and utilization in a systematic manner and in all its aspects.

Provide a common forum and opportunity for personal contact and fellowship among workers in different fields embracing the potato.

Hold periodical Conferences, Symposia, Workshops, Meetings, Seminars, Exhibitions and such other gatherings as may be decided upon by the General Body or the Executive Council of the Association from time to time.

- i) Making sustained efforts for the recognition of the potato as an important food crop of high nutritive value and to conduct publicity/publications and other campaigns through different media for this purpose.
- ii) Publishing books, reports, summaries of papers and other forms of scientific and technical literature including a Newsletter for creating a general consciousness about the potato.
- iii) Cooperate with other institution and societies having similar objects, and fields of activities.
- iv) Receive grants, subsidies, donations, etc. to fulfill the outlined objectives.
- v) Promote exchange of scientific and other information and develop other means of communication between those engaged in the potato agriculture and the industry and manufacturers of the processed forms of the potato.
- vi) Foster Regional or International cooperation/collaboration in attainment of the outlined objectives.
- vii) Organise such other activities as are consistent with and in furtherance of these objectives and those, which are decided upon from time to time by the Executive Council/General Body.

## **MEMBERSHIP**

- viii) Article 4. The membership of the IPA will be open to all persons interested in the potato or engaged in any facet of its development and expansion.
- ix) Chief Patron: The Director General of the Indian Council of Agricultural Research would be the Ex-Officio Chief Patron.
- x) Patrons: Those benefactors who are of eminence and interested in the aims and objects of the Association shall be enrolled as Patron-members without payment. They will be selected by the executive council. Not more than one person will be selected as patron during a year.
- xi) Honorary Fellows: They shall be persons who have attained great eminence by their contribution to the potato in any field. They shall enjoy all the rights of membership including right to vote but excluding right to hold office. They shall be nominated on the recommendations of the Executive Council and with the due approval of the General Body.
- xii) Annual Member: They shall enjoy all the rights of membership, excluding the right to vote and hold office under the Association, by payment of an annual membership fee of Rs. 800/- in one lump-sum. They will have the right to vote if they are the annual member continuously for last five years. They shall also have the right to hold office if they deposit the membership for the tenure of executive council for which they wish to contest.

- xiii) Life Members: Those who meet the qualifications of ordinary member shall be treated as Life-Members if they pay Rs.6000/- in lump sum or in four equal installments during two years.
- xiv) Student Members: All students of Agricultural Colleges/Universities/Institutes or such other organizations shall be entitled to membership on payment of a subsidized membership fee of Rs. 800/- per annum. They shall be entitled to attend all the meetings of the Association and receive literature/Journals but shall have no right to vote nor shall they hold any office under the Association.
- xv) Sustaining Members: Rs. 25,000/- in one lump sum. Such membership will be open to cold storages, marketing societies, cooperative societies and other organizations and industrial concerns.
- xvi) Foreign Members: Persons from outside India desirous of becoming members shall be enrolled as Foreign members on payment of US\$ 60.00 or its equivalent and as Foreign Life members on payment of US\$ 400.00 or its equivalent.
- xvii) Admission fee: In addition to the due subscription an intending member will be required to pay Rs. 5.00 as Admission fee (US. \$ 1.00 for foreign members).
- xviii) Application for membership except that for the fellows and Patrons shall be submitted on a prescribed form, obtainable from the Secretary, and shall be supported by relevant membership fee.
- xix) The various classes of membership are interchangeable upon payment of the difference of various subscriptions provided no retrospective deduction is claimed for such conversion.
- xx) Article 5. The members shall have the following rights:
- xxi) To vote at the General Body meetings and for election of office bearers of the Executive (except Associate members and Honorary Fellows).
- xxii) To contest for any office of the Executive (Except Associate members and Honorary Fellows).
- xxiii) To receive the Association's Journal free of charge, other publications of the Association shall be supplied at subsidized rate or free of charge as decided by the Executive Council.
- xxiv) To communicate their suggestion, news etc. to the Editor-in-Chief for publication in the official organs of IPA.

## **FUNDS AND FINANCIAL YEAR**

Article 6. The funds of the IPA shall accrue from:

- i) Admission fee
- ii) Membership fee
- iii) Sale proceeds of the literature and advertisements therein, issued by the Association from time to time.
- iv) Donations
- v) Such other funds as are collected from time to time.
- vi) Indian Council of Agricultural Research Matching Grants, and grants from similar other Institutions/Organisations.

Article 7. The funds shall be maintained in a Bank Account to be operated jointly by any two of the three office bearers, i.e. President, Secretary and Treasurer.

Article 8. The financial year of the IPA shall be from 1st April to 31st March.

Article 9. All the membership dues shall become payable on 1st January of the year.

Article 10. A member who is in arrears beyond three months, i.e. 31st March, in payment of his membership dues shall:

- i) Stop receiving the Association's journal and other literature.
- ii) Shall lose right of the membership and a readmission fee of Rs. 100/- shall be charged to restore the membership.
- iii) On restoring the membership as in (ii) above, the member shall be supplied all the issues of the journal and literature issued during the year.

## **EXECUTIVE COUNCIL**

Article 11. The composition of the Executive council of the IPA with tenures of various office bearers shall be as under:

Sr. no.	Office	Number	Term	Mode of election	Location
1.	President	One	Two years	Elected by General Body	Open to all
2.	Vice President	Six	Two years	Elected by General Body	*
3.	Secretary	One	Two years	Elected by General Body	Headquarters
4.	Jt. Secretary	One	Two years	Elected by General Body	Headquarters
5.	Treasurer	One	Two years	Elected by General Body	Headquarters
6.	Councillors	30	Two years	Elected by General Body	*
7.	Editor-in-Chief	One	Four years	Nominated by the Executive	Headquarters
8.	Chairman of Working group/ Committees	One each	Entire tenure of working group/ Committees	Nominated by the Executive	*

Article 12. All the office-bearers and members of the council shall be eligible for re-election for the same office only once in continuation. An office bearer serving for two consecutive terms would be eligible for election to the same office after a gap of at least one year.

\*One Vice-President and four Councillors would be elected from each of the six potato growing regions defined in Art. 14. Ten Councillors would be elected from the Headquarters. The chairman of Working group/Councillors would preferably be nominated from among the members at Headquarters, unless the problem for which the working group/committee warrants nomination of Chairman from elsewhere. If the President and all the Vice-Presidents are elected from outside, one additional Vice President shall be elected from the Headquarters.

## **COMPOSITION OF REGIONS AND REGIONAL COUNCILS**

Article 13. One Vice-President and four Councillors (except for region I from where 10 Councillors would be elected) would constitute a regional Council in each of the following six regions. The Vice-President shall be the chairman of the Regional Council.

Region- I Jammu & Kashmir, Himachal Pradesh

Region- II Meghalaya, Tripura, Manipur, Arunachal Pradesh, Mizoram, Nagaland & Sikkim.

Region- III Chandigarh, Punjab, Haryana, Rajasthan, Gujarat and Delhi.

Region- IV Uttar Pradesh, Madhay Pradesh, Chhatisgarh and Uttarkahd.

Region- V Assam, Bihar, West Bangal, Orissa , Andaman & Nicobar and Jharkhand.

Region- VI Andhra Pradesh, Telangana, Karnataka, Tamil Nadu, Maharashtra, Kerala, Lakshdweep, Goa, Daman Diu, Dadra and Nagar Haweli.

Article 14. The functions and powers of office bearers shall be as follows:

President:

- i) He shall be the constitutional head of IPA.
- ii) He shall preside over Executive Council and General Body meetings.
- iii) He shall represent the IPA on ceremonial occasions.
- iv) He shall have the privilege of exercising the casting vote in case of division at Executive Council and General Body meetings.
- v) He can summon meetings of the Executive Council at any time.
- vi) He shall be empowered to approve the day-to-day expenditure for running of the Association.
- vii) He may delegate his powers to one of the Vice-President/Secretary and Treasurer for a limited period.

#### Secretary:

- i) He shall be elected from the headquarters of the Society and in the event of his transfer to another town, the Executive Council shall nominate another person in his place until another Secretary is elected.
- ii) He shall be responsible for the day-to-day functioning of the Society and for proper maintenance of the establishment. For this purpose he shall be given part or full-time administrative staff paid from the funds of the Society.
- iii) He shall operate upon the Bank accounts of the Society jointly with President and Treasurer.
- iv) He shall prepare the agenda for the meetings of the Executive Council and General Body, whenever required, as per regulations herein laid down.
- v) He shall record proceedings of the Executive Council and General Body meetings and circulate them within a fortnight thereafter to all the members of the Executive Council of General Body.
- vi) He shall take appropriate steps to implement the recommendations and resolutions of the Executive Council or the General Body.
- vii) He may delegate all or any of his rights and duties to the Joint Secretary if he so desires for a limited period, and also seek the assistance of the Jt. Secretary in day-to-day work of the Association.

#### Joint Secretary:

- i) He shall assist the Secretary in day-to-day work of the Association.
- ii) He shall also carry out all the duties and functions of the Secretary under special circumstances, for a limited period.

#### Treasurer:

- i) He shall be elected from among the members at the Society's Headquarters and in the event of his transfer to another town, the Executive Council shall nominate another person in his place until another Treasurer is elected.
- ii) He shall maintain the accounts of the Society in the required form, submit them for annual auditing by an Auditor or Chartered accountant and place them before the Executive Council and the general Body.

#### Editor-in-Chief:

- i) The Editor-in-Chief will nominate the other members of the Editorial Board to run the official organ of the Association.
- ii) He shall be responsible for the day-to-day matters concerning publications of the Society. For this purpose he shall be given part time administrative staff paid from the funds of the association.

## Executive Council:

The Executive Council shall perform the following broad functions:

- i) The Executive Council shall have the general powers of supervision of the affairs of the Association. The Council shall manage these affairs in accordance with the rules and regulations of the Association and such general or special directions, consistent with the Constitution and the Byelaws, as may be given by the General Body from time to time.
- ii) The Executive Council shall nominate one of the Vice-Presidents to act as President for the remaining term of the incumbent, in the event of inability, for any reason, of the President to so act.
- iii) The Executive Council shall submit a report on the working of the Association to the General Body.
- iv) The Executive Council shall have powers to frame rules and regulations within the broad frame of this Constitution and Byelaws. These rules and regulation shall have to be got ratified by the General Body.
- v) The Executive Council shall have the powers to appoint Working groups/Committees to study and take up remedial measures for specific problems relating to any aspect of the potato and delegate to them such powers and functions as it deems fit. The Executive Council Shall also be responsible to actions, reports of these committees.
- vi) Any other matter entrusted to the Executive Council by the General Body in furtherance of the Objectives of the Association.
- vii) Appointment of Auditors.

## Regional Council:

- i) The Council should have close contact with the Executive at the HQ.
- ii) They should contact/have meetings with as many farmers as possible at least once in a quarter, to know their problems relating to potato cultivation, marketing etc. the problems of farmers should be transmitted to the Executive at Head Quarter. The executive would collect the possible solutions from specialists. The problems and the possible solutions are to be brought out in the IPA newsletters. To attract large number of participants in these meetings demonstration of farm machined/improved cultivation practices/exhibition etc. may also be organized at the venue of the meeting.
- iii) The Council itself is also to advise the farmers in potato cultivation as far as possible.
- iv) The councillors in each region are to interview at least one progressive potato cultivator to know the cultivation practices he follows. The text of interview should be sent to the Executive at the HQ for publication in IPA Newsletter for the benefit of other cultivators.
- v) To start the activities of Regional council initially Rs. 400/- would be made available to the each Regional council. Subsequently 10% of the membership money collected from each region would be made available to the council in that particular region for organizing meetings & interviews.
- vi) One of the Councillors/Vice-Presidents should also represent the Indian Potato Association in farmers meetings, Kisan Melas etc. by State Department and other agencies. He should make the farmers, development & research workers aware of the activities of the Association.

- vii) The HQ Executive would keep the councillors informed of any new developments in potato production technology.  
The Council would also supply news items concerning IPA members and potato to be published in JIPA/IPA Newsletter.

## **ELECTION OF OFFICERS**

Article 15. The Secretary shall send to each member of the Society in October, a ballot for the nomination of the officers. If any nominations are lacking the President shall have the power to make them.

Article 16. Name of the three candidates receiving the highest number of nominating votes shall be placed upon a final ballot to be sent to each member by December 1.

Article 17. The candidates receiving less than 10% of the total nominating votes received shall not be eligible for a contest.

Article 18. Should the nominating votes received by a candidate place him among the highest three for more than one office, his name shall appear on the final ballot paper for only the highest office or as per consent of the candidate.

Article 19. The President is authorized to appoint an Election Committee under the chairmanship of a Returning Officer for carrying out the elections. The election committee will constitute of the persons who are not the members of the society.

Article 20. The results of the election would be finalized and announced by the Committee at either the General Body meeting or through the official publications of the IPA.

## **GENERAL MEETING AND MEETINGS OF THE EXECUTIVE COUNCIL**

Article 21.

- i) The place and time for the annual meeting shall be selected so as to ensure attendance of as many members as possible. It may be held in rotation at different institutions in the country where active research and development work on the potato is in progress. The final decision for selection the venue will rest with the Executive Council.
- ii) At the Annual Meeting, there shall be one general session for presentation of original unpublished research papers. Maximum of two papers from an author, singly or jointly, will be permitted for presentation. The final decision of acceptance of such papers shall rest with the President. Abstracts of such papers will be printed in Potato Journal before the Annual Meeting.
- iii) The Executive Council may decide to hold Special symposia or discussion in addition to the general session for presentation of papers.  
The General body meetings shall be held at least once in a year, preferably along with the annual meeting. One month prior notice for holding the General Body Meeting shall be given to the members by the Secretary. At the Annual General Body meeting the Secretary and Editor shall present their reports. The Treasurer will present a statement of the financial position of the Association and also duly audited accounts for the previous year. All the meetings of the General body shall be presided by President or in



his absence by one of the Vice-Presidents. In the absence of either, a member elected by the General body shall preside.

The Executive Council of the Association shall meet at such time and at such place as the President may, with the consensus of other members of the Council, decide and the schedule which may be convenient to maximum of the members of the Council.

The Executive Council shall meet at least thrice in a year to transact any business or agenda, which may be circulated by the Secretary at least two weeks in advance of the date of such meeting fixed.

The Quorum for the Executive Council meeting shall be six members or one-fourth of the membership at a given time, whichever is less.

Any vacancy in the Executive Council at a given time shall be filled by the cooption and ratified by the next General Body meeting.

## **GENERAL BODY**

Article 22. The General Body of the Association shall consist of all the classes of members.

The General Body shall meet at least once a year to transact the following business:

- i) Consideration and approval of the annual reports and audited statement of accounts for the preceding year.
- ii) Ratification of the special/emergency actions of the President/Executive Council.
- iii) Election of Office-bearers and other members of the Executive Council by single and non-transferable votes, including postal votes.
- iv) Election of Honorary fellows.
- v) Consideration of the amendments to the Constitution and bye-laws.
- vi) Any other relevant business with the approval of the chair.

## **OFFICAL ORGAN**

Article 23. The Association through the editorial board, shall, continue an official organ named as Potato Journal and the newsletter named as IPA Newsletter.

## **AMENDMENTS TO CONSTITUTION AND BYE-LAWS**

Article 24. This constitution is subject to amendment in all its article/sub-articles as also the bye-laws. Each proposed amendment shall be placed before the General Body and the amendment would be deemed to have been carried if approved by at least 2/3rd of membership present and voting. Important clauses shall also be referred to postal

consensus, approved by 2/3rd of total members, shall be deemed to have been carried.

## **DISSOLUTION**

Article 25. The Association shall be dissolved if three-fourth of its total membership so decide by personal or postal ballot.

In the event of dissolution of the Association, its property, after satisfaction of all of its assets and liabilities, shall not be paid or distributed amongst the members of the Association but shall be transferred to an Association or a Society having identical aims and objects.

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