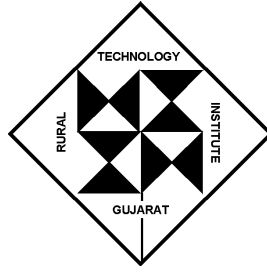


**MEMORANDUM
OF
ASSOCIATION**



RURAL TECHNOLOGY INSTITUTE GUJARAT GANDHINAGAR

(Registered under Societies Registration Act. 1860
No. GUJ/19/ Gandhinagar Dt. 7-2-1979)

and

(Public Trust Act. 1950 No. F/17, Gandhinagar Dt. 7-2-1979)

MEMORANDUM OF ASSOCIATION AND RULES

**MEMORANDUM
OF
ASSOCIATION**

**In the matter of Act XXI of 1860 for the registration of literary, scientific and charitable societies
and
in the matter of Rural Technology institute Gujarat at Gandhinagar herein after referred to as the Institute.**

MEMORANDUM OF ASSOCIATION

1. (a) Name : The name of the Institute shall be "Rural Technology Institute Gujarat."
- (b) Office : The Registered Office of the Institute shall be situated at Gandhinagar.
2. Definition : In this Memorandum and the Rules made thereunder, unless the context otherwise requires :
 - (a) "Institute" shall mean Rural Technology Institute Gujarat.
 - (b) "Central Government" shall mean the Government of India
 - (c) "State Government" shall mean the Government of Gujarat.
3. Objects : The objects for which the Institute is established are broadly to ensure that the arts, crafts, cottage and village Industries are encouraged through research, extension, assistance and guidance in respect of raw materials, skills, tools, equipments, marketing, designs etc. In particular the objects are :
 - (a) to review the progress of appropriate technology suitable to rural areas and to advise its users in Government or outside in matter of its research, application, development and extension.
 - (b) to sponsor and / or to coordinate and/or promote research programmes as well as research projects in appropriate technology suitable to rural areas and administer grants to institutions, associations, organisations, individuals, standard journals engaged in the conduct or sponsoring or promotion of such research.
 - (c) to provide technical, financial or other assistance for formulation of programmes, designs and projects for extension or application of rural technology by individuals or institutions.
 - (d) to coordinate work of research, application, extension and development of appropriate technology being done by individuals or institutions and to indicate periodically areas and topics on which such work is to be promoted and to adopt special measures for development of research in neglected or new areas.
 - (e) to develop and support centres for documentation, service, maintenance and supply of data, inventions in current knowledge and research and

preparation and maintenance of State Registers of technologists and scientists.

- (f) to organise, sponsor and finance seminars, workshops, study circles, working groups and con-ferences for promotion of the objects or for exchange of information or experience or for promoting research or its utilisation.
- (g) to give grants for publication of research work on rural technology ' and to undertake or assist publication of digests, periodicals, papers and journals devoted to such research or its application.
- (h) to institute and administer scholarships, fellowships and awards or any other form of encouragement assistance for research in rural technology by students, teachers or other research workers in Gujarat.
- (i) to advise the state Government, Panchayats, Municipalities, Municipal Corporations and other few bodies and Semi Government agencies and the Development agencies in the State on all such matters pertaining to rural technology as may be referred to it from time to time including collaboration or other arrangement with national or international agencies in research, application, extension and development of rural technology.
- (j) to provide technical assistance, institutional support, training and incentives for commercial utilisation of available appropriate technology' in rural areas, to enable researcher in the univer-sities or any other institutes to complete such research work and for its publication or undertake a whole time research for a definite period on topics on which they are specially interested and qualified or that will enable them to prepare prototypes or pilot experiments for testing, practical application and utilisation of their research work.
- (k) to take special steps to develop a group of young scientists and technologists working in the, field of rural technology and to identify and encourage research talents.
- (l) to locate existing skills of artisans in rural areas and to suggest to the State Government or the concerned agency measures to make them more productive by adoption of better,technology or modification of existing technology.
- (m) to undertake or to promote through various organisations the designing and processing of better tools, implements and small machines and equipment with a view to augment employment opportunities, conserve scarce resources, and energy and use non-traditional sources of energy and to bring down costs of the products of rural industries by increasing productivity of self employed workers and to harness to the maximum possible extent locally avilable raw materials or inputs or natural and other resources.
- (n) to take educative and propagative steps with a view to facilitate application and promote wider adoption of better technology in rural areas.

- (o) to encourage and assist training of local artisans, in adoption/application or extension of appropriate technology and to impart better marketability to products of village and cottage Industries by improving quality, packing, presentation, durability, utility etc.,
- (p) to assist, institute or provide for instruction and training in such branches of rural technology and courses of study as it may think fit and to prepare syllabi of training courses and hold examinations and confer diplomas or grant certificates to persons who have achieved prescribed standards laid down by the institute and to supervise, guide and exercise technical control over such training institutions.
- (q) to provide for research, advancement and dissemination of knowledge in the field of rural technology and to provide the same.
- (r) to organise common laboratories, libraries, museums and their equipment for training and research in rural technology.
- (s) to institute and manage.
 - (i) Printing and publication department.
 - (ii) Vocational guidance Bureau.
 - (iii) Central purchase department for training institutions.
- (t) to fix, demand, receive and recover fees and other charges as may be prescribed by the Governing Body.
- (u) to cooperate with any other body as may be decided by the Governing Body.
- (v) to conduct survey or assist surveys or artisans working in cottage and village industries.
- (w) to coordinate with various financing agencies for assisting persons trained in the training institutions in village and cottage industries.
- (x) to establish training and research institutions on its own or take over on agency basis any institution run by Government or any other organisation and to maintain and run the same.
- (y) to establish, maintain, manage hostels and halls.
- (z) to create administrative, technical and ministerial and other posts under the institute other than the post of Director of the institute and to make appointments there to and to prescribe terms and conditions for the same.
* [The Director shall be appointed by the Governing Body under such terms and conditions as approved by the Government.]
- (zz) to accept donations, grants and contributions in any form acceptable to Governing Body.

* Substituted under ફેરફાર રીપોર્ટ (Change Report). No. 665/80 dt. 21-8-80 of the Charity Commissioner under the provisions Rule 34 and 35)

(zzz) to do all such things as may be necessary, incidental or conducive to the attainment of all or any of the objects of the Institute.

4. The Governing Body of the Institute shall be the body constituted as such under the Rules of the Institute.
5. The management of the affairs of the Society is entrusted to a Governing Body in accordance with the rules and regulations of the society of which the first members are ;
 - (i) Shri M G. Shah IAS. Secretary 1. M. P. D.
 - (ii) Shri S. D. Vyas F. A. (IMPD) F. D.
 - (iii) Dr. S. B. Kumta Dir. Tech. Education.
 - (iv) Shri P. K. Laheri Dir. Cottage Industries.State Government will have the right to nominate any other members in addition or substitution of the above mentioned persons. *[Provided membership shall be vested with and transferred according to the official designations.]
6. The members of the Governing Body shall also be trustees of the institute for the purpose of the Public Trusts Act.
7. The income and property of the Institute shall be applied towards promotion of the objects as set forth in this Memorandum of Association except in respect of grants made by the State/Central Government, to such limitations as the government from time to time may impose. No portion of income or property shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profits to the persons who may at any time be or have been members of the Institute or any persons claiming through them, provided that nothing contained herein shall prevent payment in good faith or remuneration in return for any service rendered to the institute.
8. If on winding up or dissolution of the Institute, there shall remain after the satisfaction of debts and liabilities any property whatsoever, the same shall not be paid or distributed among members of the Institute or any of them but shall be dealt with in such manner as the State Government may determine.

We the several persons whose names and addresses are hereunder subscribed are desirous of being formed into a society in pursuance of this Memorandum of Association.

Name	Occupation	Address	Signature
(1) P.V.SwamiNathan	Govt. Service	E. 1, Samarpan Govt. Flats, Ellis Bridge Ah'd	
(2) V. R. S. Cowlagi	Govt. Service	4/1, Sector-9, Gandhinagar	
(3) S. D. Vyas	Govt. Service	Sector-19. Block 257/4, Gandhinagar	
(4) N. S. Nagrani	Govt. Service	G-155 Sector-19, Gandhinagar	
(5) K. P. Yajnik	Govt. Service	C-2, M-S. Bldg, Lal Darwaja, Ahrnedabad.	
(6) S. B. Kumta	Govt. Service	Polytechnic Building, Ahmedabad-1 5	
(7) P. K. Laheri	Govt. Service	Sevasadan Bldg., Bhadra, Ahmedabad.	

* Substituted under ફેરફાર રીપોર્ટ (Change Report). No. 665/80 dt. 21-8-80 of the Charity Commissioner under the provisions Rule 34 and 35)

RULES

RURAL TECHNOLOGY INSTITUTE
Guarat at, Gandbinagar.
(Rules)

1. The registered Office of the Institute shall be situated at Gandhinagar.

Membership

2. Membership will be open to only those persons who subscribe to the objects and rules of the institute. The Institute shall consist of the following members :-
 - (a) First members of the Governing body who have subscribed to the Memorandum of Association.
 - (b) *[Membership of the Institute shall be restricted to a maximum of 60 persons of which 8 persons will be nominated by the Government in their official capacity and by their designation whereas all other members will be appointed in their personal capacity by the Governing Body of the Institute except that the first six non Government members of the Governing Body shall be selected by the Government]
 - (c) Any member who may be nominated by State Govt. as member of the Institute in recognition of his outstanding ability, interest or achievement in the fields of rural technology, management of rural development, natural, social or behavioural sciences management technology.
3. When a person is nominated as a member of the institute by virtue of an office held by him, his membership of the institute shall terminate when he ceases to hold that office and the vacancy so caused shall be filled by his successor to that office.
4. Whenever a member desires to resign from the membership of the Institute he shall address his resignation to the SECRETARY and submit the same to him. His resignation shall take effect only on its acceptance by the Chairman of the Governing body.
5. Any vacancy in the membership of Institute either by resignation or otherwise may be filled up by State Government.
6. Should a person who is a member of the Institute by virtue of his office held by him is prevented from attending the meeting may be nominated by him such substitute shall be entitled to take part in the proceedings of that meeting for which he is nominated and shall also have right to vote there at.
7. The Institute shall function notwithstanding that any person entitled to be a member by reason of his office is not represented on the Institute for the time being. The proceedings of the Institute shall not be invalidated by the above reason nor by the reason of any vacancy or defect in nomination of any of its members.
8. The institute shall maintain a roll of members at its registered office and every member shall sign the required form stating his occupation and address.

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9. It shall be incumbent upon a member of the Institute to notify to the Secretary any change of his address or occupation.
10. The Institute shall enter into the register of membership the following particulars
- (a) Name and address of each member.
 - (b) The date on which the member was admitted.
 - (c) The date on which the member ceased to be a member.
11. A member of the Institute or the Governing body shall cease to be such a member if he (a) dies or (b) resigns his membership or (c) becomes of unsound mind or (d) becomes insolvent or (e) is convicted of a criminal offence involving moral turpitude or (f) if is removed by the State Government.

Governing Body

12. * [(a) The Governing Body consist of 9 members and the Director who shall be an ex-officio member. 3 members shall be nominated by Government from the Government membership of the Institute and 6 non-official members.
- (b) The first Governing Body shall remain in office for 3 years. Thereafter one third (or two) of the non-official members of the Governing Body shall retire each year except that members may stand for re-election.
 - (c) Vacancies in the Governing Body occurring from retirement or for other cause amongst non-official members shall be filled by election from the general membership at the next Annual General Meeting of the Institute except that the Governing Body may fill a vacancy occurring during the year by nomination until an election can be held.
 - (d) The Chairman of the Governing Body shall be elected by the Governing Body.
 - (e) The Director shall be appointed by the Governing Body under such terms and conditions is approved by the Government
- *[(f)] The following persons will constitute the first Governing Body.

- (i) Shri M. G. Shah
- (ii) Shri P. K. Laheri
- (iii) Shri S. B. Kumta
- (iv) Shri S. D. Vays.

Functions and Poweri of the office-bearers

13. (a) The Chairman of the Governing Body shall preside over all the meetings. He will also guide and supervise in general the working of the Institute.
- (b) The Director shall be Chief executive Officer of the Institute. Subject to the general superint-ence, direction and control of the Governing Body and such general or special instructions that the Governing Body may lay down, he shall be responsible for convening meetings, for appo-intntment of staff and prescribing terms and conditions governing them for maintenance of record.,, and for communicating w ith all on behalf of the Institute. He shall formulate projects of the Institute to ensure their, successful completion and implementation.

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Powers and functions of the Governing Body

14. The general superintendence, direction and control of the affairs of the Institute shall be vested in the Governing Body of the Institute. Save as herein expressly provided, all the duties, powers functions and rights whatsoever or consequential and incidental to the carrying out of the objectives of the Institute shall be exercised by the Governing Body
15. In particular and without prejudice to the generality of the foregoing provisions, and subject to the Provisions of memorandum the Governing Body may:-
 - (a) make amend or repeal any bye-laws relating to the administration and management of the affairs of the Institute subject to the observance of the provisions contained in the Registration of Societies Act, 1860.
 - (b) Prepare and execute detailed plans and programmes for the establishment and promotion of the Institute and carry out its administration and management after such establishment.
 - (c) receive grants and contributions, have custody of the funds of the Institute.
 - (d) Prepare the budget estimates of the Institute for each year, and sanction the expenditure within the limits of the budget.
 - (e) Prescribe and conduct courses of study training and research in Rural Technology through institutions of its own or affiliated to it.
 - (f) Lay down regulations for affiliation and grant affiliation to institutions which formally apply and are eligible for affiliation under bye-laws.
 - (g) Prescribe rules and regulations for the admission of candidates to the various courses of training for institutions of its own and affiliated to it.
 - (h) Lay down standard of proficiency to be demonstrated before the award of diplomas, certificates and other distinctions in respect of courses offered by the institute and institutions affiliated to it.
 - (i) Institute and award fellowship scholarships, prizes and medals.
 - (j) provide for and supervise the residence, health, discipline and the well-being of the trainees of the institute and institutions affiliated to it.
 - (k) Create teaching, administrative, technical, ministerial and other posts under the institute, make appointments thereto provided that the appointment of Director of the Institute shall be made with the approval of State Government on such terms and conditions as the State Government may deem fit.
 - (l) Cooperate with any other organisation in the matter of training, research, finance and other things related to Rural Technology.
 - (m) enter into arrangement for and on behalf of the Institute.

- (n) institute and defend all legal proceedings on behalf of the Institute.
- (o) Appoint committees for the disposal of any business of the Institute or for tendering advice in any matter pertaining to the Institute.
- (p) Delegate to such extent as it may deem necessary its powers to any officer or committee of the Governing Body.
- (q) Consider and Pass such resolution on the annual report, the annual accounts and financial estimates of the Institute as it thinks fit.
- (r) Make, adopt, amend, vary or rescind from time to time Bye-laws (a) for conduct of the business of Governing Body and the committee to be appointed by it (h) for delegation of its powers and (c) for such other matters as it may deem necessary.
- (s) Perform such additional functions and carry out such duties as may from time to time be assigned to it by State Government.

16 *[Chairman of the Governing Body shall be a person elected by the Governing Body.]

Proceedings of the Governing Body

17. (i) The Governing Body shall ordinarily meet once in every three months provided that the Director may himself on his own or on a requisition of four members of Governing Body may require it to be called at any time. Not less than seven days notice shall be given for every meeting of the Governing Body and a copy of the proceedings of the meeting shall be circulated to members of the Governing Body and State Government as soon as practicable after the meeting. Provided that in case of an urgency, a shorter notice may be given with the prior approval of the Chairman.
- (ii) Three members shall constitute a quorum for any meeting of the Governing Body.
- (iii) In case of difference of opinion amongst the members, the opinion of the majority shall prevail.
- (iv) Each member of the Governing Body including the Chairman shall have one vote and if there shall be an equality of votes on any question to be determined by the Governing Body, the Chairman shall in addition have and exercise a casting vote.
- (v) Every meeting of the Governing Body shall be presided over by the Chairman and in his absence by a member chosen from amongst themselves by the members present at the meeting.
- (vi) Any resolution except such as may be placed before the meeting of the Governing Body may be adopted by circulation among all its members present in

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India and any resolution shall be as effective and binding as if such resolution had been passed at the meeting of the Governing Body.

18. The Governing Body may by resolution delegate to the Chairman, Director, and other officers of the Institute, such of its powers for the conduct of affairs of the Governing Body it may consider necessary or desirable.
19. Subject to the Rules, Regulations and Bye laws and orders of the Governing Body, the Director of the Institute shall be responsible for proper administration of the Institute and for the conduct of the staff under the direction and control of the Governing Body.
20. The members of the Institute, the Governing Body or any committee appointed by the Institute or the Governing Body shall not be entitled to any remuneration from the Institute or the Governing Body. However, they shall be entitled to reimbursement of or compensation for expenditure on traveling, conveyance etc. incurred by them in attending meetings of the Institute or Governing Body or any committee thereof or in performing journeys for the work of the Institute at such rate and in such manner as may be prescribed by the Governing Body.
21. The Chairman shall have the power to invite any person or persons, not being members of the Governing Body to attend the meeting of the Governing Body, but such invitees shall not be entitled to vote at the meeting.

Annual General Meeting

22. (i) The Institute shall after giving at least fourteen days notice hold an Annual General Meeting at least once in every year and not more than 15 months shall elapse between to successive Annual General Meetings.
- (ii) The balance sheet, the income and expenditure account, the Auditors Report and Annual Progress Report in respect of the financial year ending on the 31st March, proceeding shall be placed at the Annual General Meeting of the Institute for consideration.
- (iii) At least 5 members of the Institute present at Annual General Meeting shall form a quorum.
- (iv) The Chairman of the Governing Body shall preside over the Annual General Meeting.

Funds of the Institute

23. The funds of the Institute shall consist of the following
 - (a) Grants received from State and Central Governments.
 - (b) Donation from persons or bodies who may or may not become members.
 - (c) Income from investment.
 - (d) Income from other sources.
24. The Bankers of the Institute shall be appointed by the Governing Body. All funds of the Institute shall be credited in to the Institute's account with the said Banks

and shall not be withdrawn except on cheques signed by the Director of the Institute or any other officer empowered in this behalf by the Governing Body.

Accounts and Audit

25. The accounts of the Institute shall be audited by a Chartered Accountant to be appointed by the Governing Body. Those accounts shall be subject to a second audit to be undertaken by the Accountant General, Gujarat State at his discretion. The form in which the accounts should be maintained and the manner in which this should be presented at the Annual General Meeting shall be prescribed by the bye-laws to be framed by the Governing Body.
26. Within 30 days after holding of Annual General Meeting there shall be filed, with the Registrar of Societies (i) a list of the names, addresses and occupations of the members of the Governing Body including the Chairman and the Director and the Secretary and other office bearers of the Institute an annual report for the previous year alongwith the auditor's report thereon. Such list and the annual report shall be certified by the Director and the Secretary. A copy of the annual accounts alongwith the audit report thereon and the annual administrative report shall simultaneously be forwarded to the State Government.
27. If any change occurs in the composition of the Governing Body or in the holder of the office of the chairman or the Secretary at any time for any reason such change shall, within 30 days be notified to the Registrar of Societies.

Property of the Institute

28. All property belonging to the Institute shall be deemed to be vested in the Governing Body of the Institute but shall be referred to as "The property of the Institute".

Suits and Proceedings by and against the Institute

29. The institute may sue or may be sued in the name of the Director or any office bearer authorised by the Governing Body in this behalf.
 - (a) No suit or proceedings shall abate by reason of any vacancy or change in the holder of the office by the Chairman, the Director or any office bearer authorised in this behalf.
 - (b) Every decree or order against the Institute in any suit or proceedings shall be executable against the property of the Institute and not against the person or of the property of the Chairman and Director or any office bearer.
 - (c) Nothing herein shall exempt the Chairman, the Director, the Secretary or any other office bearer of the Institute from any criminal liability under the Act or entitled him to claim any contribution from the property of the Institute in respect of any fine paid by him on conviction by a criminal court.

30. Every member of the Institute may be sued or prosecuted by the Institute for any loss or damage caused to the Institute or its property for anything done by him detrimental to the interests of the Institute.
31. The Institute shall keep at its registered office, proper books of accounts in which should be entered accurately the following
 - (a) All sums of money received and the sources thereof and all sums of money expended by the Institute and the object or purpose for which sums are expended.
 - (b) The Institute's assets and liabilities.
32. Every member of the Governing Body shall have right of inspection of accounts and registers and proceedings of the meetings maintained by the Institute during office hours.
33. (i) A notice may be served upon any member of the Institute either personally or by sending it through the Post in an envelope addressed to such members at the address mentioned in the roll of members.

(ii) Any notice so served by post shall be deemed to have been duly served on the day following that on which the letter, envelope or wrapper containing the same is posted and in providing such service it shall be sufficient to prove that the cover containing such notice was properly addressed and put into the post office.

Alteration or extension of the objects of the Institute

34. The Institute may subject to the approval of the State Government alter or extend the objects for which it is established in the following way.
 - (a) The Governing Body shall submit the proposition for such alteration or extension as aforesaid to the members of the Institute in a written or printed report.
 - (b) The Governing Body shall convene a Special General Meeting according to the Rules for consideration of the said proposition.
 - (c) Such report shall be delivered or sent by post to every member of the Institute with a clear notice of fifteen days about the Special General Meeting as aforesaid.
 - (d) Such proposition is confirmed by a resolution passed by three fifths of the members present and voting at the Special General Meeting so convened.
35. The Rules of the Institute may be altered at any time by a resolution passed by a majority of the members of the Institute present and voting in any general meeting of the Institute which shall have been duly convened for the purpose. The modified Rules will be deemed to have come into force in accordance with the provisions contained in the Registration of Societies Act. 1860.