

Memorandum of Association and Rules & Regulations of the

INDIAN PLYWOOD INDUSTRIES RESEARCH AND TRAINING INSTITUTE

(Incorporating new clause XLVI and amendment of clause 28
Passed by Resolution Nos.41/2012 and 42/2012 made in
49th AGM of IPIRTI Society held on 1st March, 2013 & Resolution No. 53/2017 made in
53rd AGM of IPIRTI Society held on April 2017)

**Memorandum of Association
And
Rules & Regulations
of the
INDIAN PLYWOOD INDUSTRIES
RESEARCH
AND TRAINING INSTITUTE**

I. MEMORANDUM OF ASSOCIATION

- 1 Name of the Society : Indian Plywood Industries Research and Training Institute Society
- 2 Location of the Society : The Registered office of the Society shall be situated at Tumkur Road, Bangalore
- 3 Objects and Functions of specific Society : Subject to the general orders and directions of the Central Government:
- i. To promote research, training and other scientific work in connection with forest products utilization for plywood industry and trades and industries allied there with or accessory thereto.
 - ii. To establish, equip and maintain laboratories, workshops or factories and conduct experiments.
 - iii. To provide funds for such work and payment to any person or persons engaged in research and training work, whether in such laboratories or elsewhere.
 - iv. To encourage and improve the education of persons who are engaged or are likely to be engaged in such trades or industries.
 - v. To investigate into the manufacture and improvement of materials used in the production of sawn timber, plywood and other allied engineered and reconstituted wood or lignocellulosic materials and the products of industries including stores processing, jointing, gluing, pasting, laminating, pre-finishing, finishing, grooving, auxiliaries, synthetic resins, chemicals, etc.
 - vi. To investigate into improvement of various machineries and appliances used by industries and other trades or industries allied therewith or accessory thereto and developing new ones for manufacturing, testing and recording purposes.
 - vii. To investigate into and improvement of various processes of manufacture with a view to secure greater efficiency, rationalization reduction of costs and reduction of dependence on forest produce.

- viii. To investigate and research into conditions of work, time and motion studies, fatigue and rest pauses, standardization of the methods of work, conditioning of factories, and diseases and accidents arising specifically out of employment in the above industries.
- ix. To prepare, edit, print, publish, issue, acquire and circulate books, papers, periodicals, gazette, circulars and other literary understandings treating of or bearing upon the said trades or industries or any of them.
- x. To establish, form and maintain museums, libraries and collections of literature, statistics, scientific data and other information or objects relating to the said trades or industries or any of them or to matters of interest to the members thereof.
- xi. To translate, compile, publish, lend and sell, and endeavour to secure, contribute to the translation, compilation, publication and sale by Parliament, Legislature, Government Departments and other bodies or persons of any such literature, statistics and information, and to disseminate information by means of the reading of papers, delivery of lectures, giving of advice, the appointment of advisory officers or otherwise.
- xii. To retain or employ skilled, professional or technical advisers or workers in connection with the objects of the Institute.
- xiii. To fund, aid, maintain and endow scholarships and bursaries for the remuneration, instruction and support of research students, or persons studying the principles involved in or connected with any of the said trades or industries, whether in the laboratories of the Institute or elsewhere.
- xiv. To employ instructors and supervisors for students or persons paying due regard to the provision of instruction by existing institutions.
- xv. To encourage work which may result in and to investigate and make known the nature and merits of inventions, improvements, processes, materials and designs which may seem capable of being used by members of the Institute for any of the purposes of the said trades or industries or any of them.
- xvi. To acquire any patents or licenses relating to any such inventions, improvements or processes, and to acquire and register any designs or standardization marks whether for general or special purposes, with a view to the use thereof by members of the Institute and others upon such terms as may seem expedient.
- xvii. To develop, perfect and test the value of such inventions, improvements, processes and designs by manufacturing, exhibiting and placing on the market any article or substances to which the same may be capable of application.
- xviii. To apply to Government departments, local Government authorities or other public bodies, or to corporations, companies or persons or multilateral and bilateral donor agencies for, and to accept grants of money and of land, donations, gifts, subscriptions, contributions and other assistance for promoting the objects of the Institute and to discuss, negotiate and/or enter into agreement with them, schemes of research and other work and matters within the objects of the Institute and to conform to any proper conditions upon which such grants and other payments may be made.
- xix. To establish, promote, co-operate with, become a member of, act as or appoint agents or delegates for, control, manage, superintend or afford financial or other assistance to the work of any associations and institutions and other bodies incorporated or not incorporated, whose objects include scientific or industrial research.

- xx. To establish, maintain, control and manage branches of the Institute in India or elsewhere as may seem expedient and from time to time to determine the constitution, rights, privileges, obligations and duties of such branches and when thought fit, to dissolve or modify the same.
- xxi. To undertake and execute any assignment or project which falls within or aids the attainment of any of the objects of the Institute.
- xxii. To carry out any of the above mentioned research or other scientific work and to do all or any of the above mentioned things whether affecting the whole of the said trade or industries or any of them or the business of any particular member, group of members of the Institute and reserve the right to charge or not to charge a fee and to make such arrangements as to special payment by such particular sections or members or groups of members as may be.
- xxiii. To impart technical education and/or training at undergraduate, post graduate and, or any other level and/or open, maintain and conduct technical and/or other institutions which impart training at under graduate, post graduate and/or any other level in technology of forest products and plastics, chemicals and paper laminates and/or synthetic finishing, manufacturing machinery of such products aforesaid
- xxiv. To start, maintain and conduct apprenticeship and trade courses for the forest products industries including sawmilling, plywood, hardboard, particleboard, chipboard, softboard, resins, varnishes, synthetic finishing, chemicals, manufacturing of machinery for such products, designing, thereof.
- xxv. To get affiliated to any University or Institution and to award degrees, diplomas, certificates for such alumni and to do or cause to be done all acts, deeds and things that may be deemed necessary or expedient in the opinion of the Board of Governors of the Institute.
- xxvi. To undertake inspection, certification and/or markings, as necessary, of all forest products, viz., plywood, wood, timber, hardboard, particle board, chipboard, furniture, glue-lams, compreg, doors, panel doors, blockboard, flushdoors, veneered panels, veneers, laminated panels, composite boards, and the like and products of allied trade and industry.
- xxvii. To set up testing and other facilities required for the same and to act as an inspection authority statutorily or otherwise, for national and/or international inspection and standards organizations of others and to take all steps and actions necessary for the same.
- xxviii. To raise and accept any money that may be required by the Institute upon such terms as may be deemed advisable and in particular by the issue of bonds, debentures, bills of exchange, promissory notes or other obligations or securities of the Institute or by mortgage or charge of all or any part of the property of the Institute with the prior approval of Central Government.
- xxix. To draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange and other negotiable or transferable instruments with prior approval of Central Government
- xxx. To invest the moneys of the Institute not immediately required in any one or more of the modes of investment for the time being authorized by law for the investment of

trust moneys and in such manner as may from time to time be determined with full powers to alter, vary or transfer such investment

- xxxi. To purchase, take on lease or in exchange, hire or otherwise acquire any movable or immovable property and in particular any land, buildings, workshops, factories, laboratories, machinery, plant, apparatus, appliances and any rights or privileges necessary or convenient for the purposes of the Institute, and to construct, erect, alter, improve and maintain any buildings, which may be from time to time required for the purpose of the Institute and with prior approval of the Central Government, sell, demise, let, mortgage, dispose of, turn to account or otherwise deal with all or part of the same and also to sell the undertaking of the Institute for cash or any other consideration with a view to the promotion of the objects of the Institute.
- xxxii. To use the funds of the Institute for the employment of persons and the provision and the use of buildings, and of instruments, materials and appliances and of any of the equipment of the Institute for any form of studies which may be considered to have some bearing, whether immediate or ultimate, on practical problems involved in the nature of and use of forest and allied products
- xxxiii. To collect , arrange, index and publish information as to materials, patents, processes, machines, appliances and tools used or known in or in regard to forest and allied products or the said trades or industries or likely to be useful thereto and to establish and maintain a Bureau of information.
- xxxiv. To establish and support or aid in the establishment and support of associations, institutions, funds, trusts and conveniences calculated to benefit employees or ex-employees of the Institute or the dependents or connections of such persons and to grant pensions and allowances to and to make payments towards insurance of such persons.
- xxxv. To do all such other lawful things as may be incidental to or conducive to the attainment of the above objects.
- xxxvi. Create administrative, scientific and technical, ministerial and other posts under the Society, other than the post of Director, and to make appointment thereto.
- xxxvii. Create patronship, affiliation and other classes of professional or honorary membership or office as the Society may consider necessary.
- xxxviii. Make rules for the conduct of the affairs of the Society and to add, to amend, vary or rescind them from time to time.
- xxxix. Deal with any property belonging to or vested in the Society in such manner as the Society may deem fit for advancing its objects.
- xl. Raise, accept and expend money for all or any purposes of the Society consistent with its objects.
- xli. Deposit all money in State Bank of India Group of banks or other Nationalized Banks or to invest them in such manner as the Society may decide.
- xlii. Prepare and maintain accounts and other relevant record and to prepare an annual statement of account including the balance sheet of the Society
- xliii. Forward annually to the Central Government the accounts of the Society as certified by the Auditor (appointed by the Society from year to year).

- xliv. Constitute such Committee or Committees as it may deem fit for the disposal of any business of the Society or for tendering advice in any matter pertaining to the Institute
- xlv. Delegate any of its powers to the Board or any of the Committees constituted by it.
- xlvi. Creation of Research & Development Growth fund out of the savings generated through different activities of the Institute in order to gain self-sustenance and stabilize its research activities.

4. The names, addresses and occupations of the first members of the Board of Governors of the Society to which, by Rules of the Society, the management of its affairs are entrusted are:

i)	Secretary, MoEF & CC	Chairman
ii)	DGF & Special Secretary to GoI.	Vice Chairman
iii)	Addl. Director General (FC), MoEF & CC, Govt. of India	Member
iv)	Dy. Inspector General of Forests(RT) MoEF & CC Govt. of India	Member
v)	Secretary, Industrial Development	Member
vi)	Secretary, (S & T)	Member
vii)	Chief Secretary, Government of Karnataka	Member
viii)	2 Representatives of Forest Development/Industry Corporations(to be nominated)	Members
ix)	3 Representatives of large/medium forest based industries (to be nominated)	Members
x)	2 Representatives of small forest based industries (to be nominated)	Members
xi)	4 Representatives of Individuals (to be nominated)	Members
xii)	Director General, Indian Council of Forestry Research & Education (ICFRE)	Member
xiii)	Director, Institute of Social and Economic Change, Bangalore	Member
xiv)	A representative each of the following institutions: [a] Bureau of Indian Standards [b] Federation of Indian Plywood & Panel Industry	Members

xv)	2 scientists of IPIRTI (to be nominated)	Members
xvi)	Addl. Secretary & Financial Adviser, MoEF & CC	Member
xvii)	Director, IPIRTI	Member Secretary

II RULES AND REGULATIONS

Short Title and commencement

1. i. These rules and regulations may be called the rules and regulations of Indian Plywood Industries Research and Training Institute - (IPIRTI).
- ii. These Rules and Regulations shall come into force with effect from the date of registration of amendments under the Karnataka Societies Registration Act 1960.

Definitions

2. **In these rules, unless the context otherwise require**
 - a. 'The Act', means The Karnataka Societies Registration Act 1960.
 - b. 'Year', means the financial year of the Central Government.
 - c. 'Month', means the calendar month
 - d. 'The Institute'- means the Indian Plywood Industries Research and Training Institute (IPIRTI) Bangalore, and any of its Branches wherever located.
 - e. 'The Office' means the registered office of the Institute at Bangalore.
 - f. 'The Board of Governors' means the body constituted under Rule 16 of these Rules as the Board of Governors of the Institute.
 - g. 'Chairman' means the Chairman of the Board of Governors of the Institute
 - h. 'Vice Chairman' means the Vice Chairman of the Board of Governors of the Institute
 - i. 'The Society' means the IPIRTI Society, a society registered under the Karnataka Societies Registration Act 1960.
 - j. 'The President' means the President of IPIRTI Society.
 - k. 'Director' means the person appointed as Director IPIRTI.

- l. Words importing persons include corporation, company and/or firms, partnership or otherwise.
- m. 'Notice' includes all written communications to Members.
- n. 'Central Government ' means the Government of India.
- o. 'Forest Departments' means the Forests Departments of the State and Union Territories.
- p. 'Forest Development Corporation' means the Forest Development Corporation promoted or established by the Central and State Governments in States and Union Territories.
- q. 'Forest Industry Corporations' means the Forest Industry (ies) corporation promoted or established by the Central and State Governments in States and Union Territories.
- r. 'Forest based Industry' means Industry (ies) promoted or established by the Central Government, State Government or entrepreneurs in the private sector in States and Union Territories

Registered office

- 3. The Registered office of the Society shall be situated at Bangalore

Members of the Society

- 4. 1). The Society shall consist of the following members:-
 - a. Minister in charge of the portfolio of Forests, Government of India – President.
 - b. Secretary, Ministry of Environment, Forest & Climate Change – Member.
 - c. Secretaries in-charge of the following Ministries/ Departments / organizations of Government of India or their representatives – Members
 - 1. Agriculture
 - 2. Expenditure, Ministry of Finance
 - 3. Industrial Development
 - 4. Planning
 - 5. Science & Technology
 - d. Director General of Forests and Special Secretary to GoI, MoEF&CC. Government of India - Member

- e. Addl. Director General (FC), MoEF&CC, Govt. of India
- f. Dy. Inspector General of Forests (RT), MoEF&CC, Govt. of India
- g. Chief Secretary, Government of Karnataka – Member
- h. Any Forest Development Corporation or Forest Industry Corporation contributing a sum of at least Rs.1,00,000/- Member
- i. Any forest based industry contributing a sum as given below
 - I. Medium scale sector (member) : Rs. 24,000/- first year Rs. 18,000/- from subsequent year
 - II. Small scale Industries : Rs. 12,000/- annually
 - III. Associate Member - Rs. 6,000/- Other Manufacturers like machinery, resins & chemicals etc.
 - IV. Life Membership – Honorary Membership to individuals for their valuable contribution by invitation from the Institute, corporate sector through application on payment.
 - a. Rs. 1, 20,000/- Small Scale units
 - b. Rs. 2, 40,000/- Medium & Large Scale units (In case of default, membership of the Organization concerned will stand suspended)
- j. Director General, Indian Council of Forestry Research and Education (ICFRE) – Member
- k. Director General, Council of Scientific and Industrial Research (CSIR) - Member
- l. A representative from each of the following Institutions – Members
 - i. Bureau of Indian Standards
 - ii. Institute for Social and Economic Change, Bangalore
 - iii. Federation of Indian Plywood and Panel Industry
 - iv. 4 Scientists of the institute nominated every two years by the President- Member
 - v. Director, IPIRTI -Member Secretary

2. The representation may be by name or by designation as may be appropriate.
- Register of Members** 5. The Society shall maintain a roll of members indicating their full names, addresses and occupations and every member shall sign the same. If a member of the Society changes his address he shall notify his new address, to the Director, IPIRTI who shall have the entry in the roll of Members changed accordingly. Where however, a member does not notify any change of address to the Secretary of the Society, his address as given in the roll of members, shall be deemed to be his correct address.
- Rights of a substituted Member** 6. Should any member of the Society be unable to attend a meeting of the Society, the President shall be at liberty to appoint his nominee as a substitute to take his place at that meeting of the Society. Such substitutes shall have all the rights and privileges of a member of the Society for that meeting only.
- Termination of ex-officio Membership** 7. Where a person becomes a member of the Society by virtue of his office or appointment which he holds, his membership of the Society shall terminate when he ceases to hold that office or appointment.
- Termination of Membership of others** 8. a. Membership of the Society shall stand terminated on the happening of any of the following events :
i. On the expiry of the period of membership for which nominated,
ii. Death, resignation, insolvency, lunacy or conviction for a criminal offence involving moral turpitude.
iii. When a member himself declines to serve on the Society or his employer refuses to grant him permission to serve on the Society.
iv. When a member does not attend three consecutive meetings of the Society without proper leave of the President.
b. The President may at any time terminate the membership of any one or more of the members or at one and the same time terminate the membership of all members other than the ex-officio members. Upon such termination, the vacancies shall be filled in accordance with the relevant provisions of these Rules. A member whose membership is terminated shall be eligible for renomination.
- Terms of Membership** 9. Subject to provisions of Rule 7 and 8, a nominated member of the Society shall hold office for a period of two years from the date of his nomination or till his successor is appointed whichever is later.
- Filling of Casual vacancy and its term** 10. If a casual vacancy arises during the two year period referred to in Rule 9 above, such vacancy shall be filled in like manner as the original vacancy and the person nominated/

appointed to fill the vacancy shall, subject to the provisions of Rule 7 and 8, hold office for the unexpired portion of the two years period.

Resignation from membership and date of its effect.

11. When a member desires to resign his membership of the Society, he shall forward his letter of resignation to the Director who shall forthwith submit the same for the consideration of the president.

The resignation shall take effect from the date of its acceptance by the President.

Validation of acts by members etc.

12. The Society shall function notwithstanding any vacancy in its body and no act, direction or proceeding of the Society shall be invalid merely by reason of such vacancy or any defect in the appointment of any of its members.

Powers of the Society

13. The Society shall have, subject to such restrictions as the Government of India may impose and to such guidelines as the Government of India may issue from time to time in this behalf, full authority to perform all acts and issue such directions as may be considered necessary, incidental or conducive to the attainment of the objects enunciated in the Memorandum of Association of the Society.

The proposals relating to emoluments structure i.e. adoption of pay scales, allowance and revision thereof and creation of posts above the grade pay starting with Rs. 2,800/- would need the prior approval of the Govt of India.

Review of progress and performance of the constituent units.

14. The Society shall review in its meeting at least once a year the progress and performance of the constituent units of the society and give such policy directions as it may deem fit to the Board of Governors and the Constituent units of the Society

Notice of Meeting

15. a) A notice or any other information may be served upon a member of the Society either personally or by sending it through post in an envelope addressed to such member at his address as noted in the roll of members.
- b) The Society shall meet at least once in a year on such date, time and place as may be determined by the President.

The President shall convene a Special General Meeting of the Society on a written requisition of not less than one third of the total members of the Society.

- c) All meetings of the Society shall be called by notice in writing to be given by the Member Secretary.
- d) Every notice calling meeting of the Society shall state the date, time and place of the meeting and shall be served upon every member of the Society not less than

fifteen clear days, before the day appointed for the meeting.

e) Any notice or other communication issued through post shall be deemed to have been served on the day five days after the day on which letter, envelope or a wrapper containing the said notice or communication is posted.

f) One third of the members of the Society shall form a quorum.

Board of Governors 16. The general superintendence, direction and control of the affairs of the Society and its income and property shall be vested in the Board of Governors. The composition of the Board will be as follows.

i.	Secretary (E, F & CC)	Chairman
ii.	D.G. Forest & Spl. Sec. to GoI.	Vice Chairman
iii.	Addl. Director General (FC), MoEF & CC, Govt. of India -	Member
iv.	Dy. Inspector General of Forests(RT) MoEF & CC, Govt. of India	Member
v.	Secretary, Industrial Development	Member
vi.	Secretary, (S & T)	Member
vii.	Chief Secretary, Government of Karnataka	Member
viii.	2 Representatives of Forest Development / Industry Corporations (to be nominated)	Members
ix.	3 Representatives of large / medium forest based industries (to be nominated)	Members
x.	2 Representatives of small forest based industries (to be nominated)	Members
xi.	4 Representatives of individuals / NGOs (to be nominated)	Members
xii.	Director General, Indian Council of Forestry Research & Education (ICFRE)	Member
xiii.	Director, Institute for Social and Economic Change, Bangalore	Member
xiv.	A representative each of the following Institutions a) Bureau of Indian Standards. b) Federation of Indian Plywood & Panel Industry	Members

- xv. 2 scientists of IPIRTI (to be nominated) Members
- xvi. Addl. Secretary & Financial Adviser, MoEF & CC Member
- xvii. Director, IPIRTI Member Secretary

Function of the Board 17. The affairs and funds of the Society shall be managed, administered, directed and controlled, subject to Rules, Byelaws and orders of the Society by the Board of Governors

Powers

- 18. a. The Board of Governors shall exercise all executive and financial powers of the Society including those vested in or conferred or may be conferred on it by or under any statute subject nevertheless in respect of expenditure to such limitations as Government of India from time to time may impose.
- b. In particular and without prejudice to the generality of the foregoing provisions, the Board of Governors shall have the power subject to the provisions of these Rules and Bye laws framed thereunder to:
 - i. Consider the annual and supplementary budgets placed before it by the Member-Secretary from time to time and pass them with such modifications as may be deemed necessary.
 - ii. Encourage the pursuit of learning particularly relating to forestry and forest product sciences and for the purpose fund scholarships, prizes, medals, awards, etc., and certificates and other academic titles.
 - iii. Create posts/categories of posts with different grades and allowances approved by the Central Government, provided that no post carrying a grade pay, the maximum of which is Rs.2,800/- or more will be created without prior approval of the Central Government and recruit persons in accordance with rules made in this behalf.
 - iv. Determine the conditions of service of the employees of the Institute fix their remuneration and define their duties.
 - v. Prescribe the cadre strength of scientists for the Institute as a whole with the appointment for individual or group of disciplines.
 - vi. Determine the proportion of posts in different grades or groups of grades in scientific and technical posts.

- vii. Enter into arrangements with the Government of India and through it with foreign and international agencies and organizations, State Governments and other public or private bodies or organizations or individual for securing and/or accepting grants-in-aid, endowments, donations or gifts to the Society on mutually agreed terms and conditions provided that such terms and conditions shall not be contrary to or inconsistent with the objects of the Society or the policy of the Government of India.
- viii. Take over, acquire by purchase, gift, exchange, lease or hire or otherwise from Government of India and through the Government from foreign and international agencies and organizations, State Governments and other public or private bodies or organizations or individuals, institutions, libraries, laboratories, museums, collections, immovable properties, endowments or other funds together with any attendant obligations so that neither the transaction nor the terms and conditions whereunder it is concluded are inconsistent with the objects of the Society or the policy of the Government of India.
- ix. The Board of Governors may by resolution appoint Boards, Committees, Sub-Committees and panels consisting of persons who may or may not be members of the Governing Body or employees of the Institute for such purposes and periods and with such powers and on such terms as it may deem fit
- x. Dissolve and/or substitute all or any Board/Committee, subcommittee or panel functioning or set up under sub rule (ix) above under the Society and issue such directions to them as it may fit and necessary
- xi. Delegate such administrative, financial and other powers to Director and any other officers of the IPIRTI as it may consider necessary and proper. Provided that in all financial matters, decisions of the Board of Governors, in which the Addl. Secretary & FA does not concur, will be subject to the approval of the Union Finance Minister.

Delegation of Powers to the Director of Institute

19. The Board of Governors may delegate to the Director, IPIRTI such powers for his functioning, as may be prescribed by a resolution.

Powers to frame amend or repeal by-laws on certain matters

20. Subject to the provisions of these rules and with the approval of the Government of India, the Board of Governors shall have the power to frame, amend or repeal bye-laws, for the administration and management of the affairs and funds of the Society and in particular to provide for the following matters :

- i. Preparation and sanction of budget estimates, sanctioning expenditure, execution of contracts investment of funds of the Society, purchase, sale or change of such investments and maintenance of accounts and their audit.
- ii. Procedure for recruitment and training, examination, assessment, clearance of probation, confirmation and promotion of personnel, to and in the service of the Institute.
- iii. Terms and tenure of appointments and assignments, emoluments, allowances, rules of discipline and other conditions of service of the employees of the Institute.
- iv. Terms and conditions governing
 - a) The grants of scholarships, fellowship etc
 - b) Deputations within the country and abroad
 - c) Grants-in-aid for research schemes / projects and Forestry Education
 - d) Establishment of research centers.
- v. Such other matters as may be necessary or incidental to the administration of the affairs and funds of the Society.

The above would be subject to the approval of the Government of India wherever necessary.

Frequency of meetings

21. The Board of Governors shall meet as often as necessary and in any event atleast once in each quarter of the year.

Notice for meetings its service

22. All meetings of the Board of Governors shall be called by notice in writing given by the Member - Secretary. Every notice calling a meeting of the Board of Governors shall state the date, time and place of the meeting and shall be served upon every member of the Board of Governors not less than fifteen clear days before the day appointed for the meeting.

Validation of proceedings of meetings

23. Any inadvertent omission to give notice to or non -receipt or late receipt of notice by any member shall not invalidate the proceedings of the meeting.

Chairman of the meeting	24. Meeting of the Board of Governors shall be presided over by the Chairman in his absence Vice Chairman shall preside over the Meeting.
Quorum of the meeting	25. One third members of the Board of Governors present in person shall constitute the quorum for meeting of the Board of Governors
Determination of matters by majority vote	26. Each member of the Board of Governors shall have one vote. The matters to be determined shall be decided by majority votes provided that: <ul style="list-style-type: none"> i. In the event of there being equality of votes on any question to be decided by the Board of Governors, the Chairman shall have a casting vote ii. In the event of there being difference of opinion between the majority of the Board of Governors and the Addl. Secretary & FA, the matter would be referred to the Finance Minister for decision.
Director IPIRTI	26. Director, IPIRTI shall be the Principal Executive Officer of the Society.
Appointment	28. Appointment to the post of Director, IPIRTI shall be made by the Ministry of Environment, Forests & Climate Change, Government of India from a panel to be drawn up by the Board of Governors from amongst eminent scientists or other suitable persons, with background in Forestry with a minimum of 25 years of experience. However, the Director IPIRTI in position would continue to hold the post under the new rules as per terms and conditions of his appointment.
Term	29. The term of the Director, IPIRTI will normally be for a period not exceeding five years at one time, provided that on completion of a term, the incumbent will be eligible to be considered for another term. However no incumbent can get a term extending beyond 60 years of age
Superannuation	30. The age of superannuation of Director, IPIRTI shall be 60 years.
Other terms and conditions	31. The other terms and conditions of Director, IPIRTI would be determined by Ministry of Environment, Forests & Climate Change, Government of India.
Powers and Functions	32. a) Subject to any order that may be passed by the Government of India, the President of the Society and the decisions of the Board of Governors, the Director as the Principal Executive Officer of the Society shall be responsible for :- <ul style="list-style-type: none"> I. the proper administration of the affairs and funds of the Society; II. Prescribing the duties of all employees of the

- Institute.
- III. Exercising supervision and disciplinary control over the work and conduct of all employees of the Institute;
 - IV. Coordinating and exercising general supervision over all research activities in the sphere of forests and forest products research and forest education.
 - V. advising the Government of India, State Governments/ Union Territories on all matters connected with research and training in areas related to wood industry, referred to him.

The Director may, in writing, delegate such of his powers as he may consider necessary to any other officer of the Institute

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| Establishment and maintenance of offices, etc | 33. The Institute shall take over, establish and maintain its own office, research Institutes and laboratories, regional and sub-stations etc |
| Recruitment Rules | 34. Recruitment and appointment to the various posts in the Institute shall be made in accordance with the Recruitment Rules framed or to be framed for the purpose in the Institute and duly approved by the Board of Governors and Ministry of Environments, Forests and Climate Change, Government of India |
| Funds of the Society | 35. The funds of the Society shall consist of the following: <ul style="list-style-type: none"> i) Lumpsum and recurring grant made by the Government of India, ii) Contributions from other sources. iii) Income from investments and other sources |
| Bankers of the Society | 36. The bankers of the Society shall be one of the public sector Banks or its subsidiaries. <p>Unless otherwise authorised by the President or Chairman of Board of Governors, no new account shall be opened.</p> <p>No amount shall be withdrawn from the Society's account in a bank except by cheque signed and countersigned by such officers as may be duly empowered in this behalf by Director, IPIRTI</p> |
| Auditors | 37. The accounts of the Society shall be audited by such person or persons as may be nominated for the purpose from time to time by the Board of Governors which is approved by Ministry of Environment, Forests & Climate Change, Government of India. |
| Annual Report | 38. An Annual Report on the working of the Society and all work undertaken by its constituent units during the year shall |

be prepared by the Board of Governors for information of the members of the Society and together with audited accounts of the Society along with the Auditor's report there on it shall be placed before the Society at its Annual General Meeting. After adoption of the report by the Society, the Member-Secretary would forward the report to the Government for laying it on the Tables of the Houses of Parliament:

- Seal of the Society** 39. The Society shall have a seal which shall be used in accordance with the byelaws that the Society may make in this behalf, its use being generally limited to in cases where under any law or convention or custom, it is necessary for the Society to affix it on a document
- Alteration or extension of the purpose of the Society** 40. Subject to the approval of Government of India previously obtained, the Society may alter or extend, the purpose for which it is established or be amalgamated either wholly or partially with any other Society by following the under mentioned procedures :-
- a) The Board of Governors shall convene a special meeting of the members of the Society, according to these Rules for the consideration of the said proposition or
 - b) The Board of Governors shall submit the proposition for such alteration, extension or amalgamation as aforesaid to the members of the Society in a written or printed report.
 - c) Such report shall be delivered or sent by post to every member of the society 15 clear days prior to the said special Meeting.
 - d) Such proposition shall be deemed to have been agreed to if voted for by not less than 3/5th of the members of the Society present and also by not less than 3/5th of the total members voting whether in person or by proxy.
- Alteration/ Amendment of Rules** 41. The Rules of the Society may with the previous sanction of the Government of India be altered at any time by a resolution passed by a majority of the members of the Society at a meeting of the Society convened for the purpose.
- Change of name of the Society** 42. The Society, may with the previous sanction of the, Ministry of Environment, Forests & Climate Change, Government of India, change its name by a resolution passed by a majority of the members of the Society at any meeting of the Society convened for the purpose.