

**RULES AND REGULATIONS OF THE PONDICHERRY INSTITUTE OF LINGUISTICS AND CULTURE**

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1. Title.- These rules and regulations may be called the Pondicherry Institute of Linguistics and Culture Rules and Regulations.

2. (a) Office.- The Office of the Society shall be situated at Pondicherry.

(b) Working hours.- Subject to the control of the Governing Body, the working hours of the Society will be as prescribed by the Society as per requirements.

3. Interpretations.- In these rules and regulations, unless the context otherwise requires —

(a) "Act" means, the Societies Registration Act, 1860 (Central Act 21 of 1860), as in force in the Union territory of Pondicherry;

(b) "Chairman" means the Chairman of the Governing Body of the Society;

(c) "Governing Body" means the Governing Body of the Society as constituted by these rules and regulations;

(d) "meeting" means the meeting of the Governing Body of the Society;

(e) "Society" means the Pondicherry Institute of Linguistics and Culture;

4. Membership.- (1) The members of the Society shall consist of--

(a) the persons who are signatories to the Memorandum;

(b) such other persons as are admitted to the membership of the Society;

(2) The members of the Society shall be only trustees and not owners.

(3) Every member of the Society shall be bound by the Memorandum of Association of the Society and all the rules and regulations herein stated together with the rules and regulations, bye-laws framed or decisions made by the Society from time to time in general or special meetings or by the Governing Body.

(4) The admission and continuation of the membership shall be at the absolute discretion of the Governing Body.

(5) Membership of the Society shall be terminated,-

(a) automatically on the death of a member and on a member being expelled from or ceasing to be a member of the Society;

- (b) voluntarily, on resignation of the membership; and
- (c) involuntarily, on termination of membership by the Governing Body by resolution duly passed by a majority of votes, should such a course, in the absolute discretion of the Governing Body, be deemed necessary and expedient in the interests of the Society.

5. Governing Body.- The Governing Body shall consist of not less than seven members and not more than fifteen members inclusive of the Chairman and Vice-Chairman.

6. Powers of the Governing Body.- (1) The Governing Body shall have the entire control and management of the business and affairs of the Society, the administration of all properties, movable and immovable, all its institutions and assets, and shall have all such powers of the Society and do all such things generally to carry out the objects of the Society as are by the Act not required to be exercised or done by the Society in general meetings. The Governing Body shall also have powers from time to time to make, vary, modify, change and repeal rules and regulations and bye-laws for the transaction and regulation of business and affairs both of the Society and of itself, for the administration of all properties and institutions and assets, provided that the bye-laws and regulations newly made or varied shall not be inconsistent with the existing sets of bye-laws, rules and regulations made by the Society and are not contrary to the letter and spirit of the Society's Memorandum.

(2) The Governing Body is also empowered to do, execute and perform all acts, deeds and things as are set out in particular in the Memorandum of Association of the Society as if these clauses in the Memorandum were incorporated in these rules and regulations.

(3) The Governing Body shall maintain every year a corrected or amended --

- (a) list of the Members of the Society together with their names and addresses;
- (b) list of the Members of the Governing Body upto date;
- (c) list of the properties and assets of the Society; and
- (d) registers of accounts relating to the Society annually audited and shall forward a copy of such of the audited accounts at such times and to such persons as the authorities may appoint or nominate.

7. Meeting of the Society.- The annual general meeting of the Society shall take place every year at such time and place as the Governing Body may decide and the agenda therefor should be --

(a) to receive the Governing Body's report, consider and adopt it in regard to the administration of the Society and its properties;

(b) to receive and pass the audited Income and expenditure account and the balance sheet of the Society for the year ending preceding the meeting.

(c) to consider all other lists and matters, as are enjoined by the Act to be submitted to the Government of Pondicherry or other statutory authorities according to law;

(d) to appoint an auditor and fix his remuneration; and

(e) to transact any other business brought forward by any member of the Society, notice of which has been given to the Governing Body at least ten days before the date of the meeting.

8. Extraordinary, general or special meetings.- Extraordinary or special meetings may be called by the Chairman or Vice-Chairman as often as exigencies of circumstances require, to consider emergent matters and problems which cannot await or be put off till the annual general meeting.

9. Chairman.- All meetings of the Society or the Governing Body shall be presided over by the Chairman, in his/her absence by the Vice-Chairman and in the absence of both, by the person chosen as the Chairman by the members of the Governing Body or members of the Society present, as the case may be.

10. Quorum.- Seven members shall form a quorum for a general or special meeting of the Society; and five members shall form a quorum for a meeting of the Governing Body of the Society. If there is no quorum as aforesaid, the meeting shall stand adjourned to the next week, the same day, hour and place. No quorum is necessary for the adjourned meeting provided that in the case of a meeting of the Governing Body, the decision arrived at will have no effect until it has received the assent or ratification in writing of the Chairman or Vice-Chairman, either before or after the date of the meeting.

11. Resolution by circulation.- If a proposal calls for an urgent or immediate decision, but a meeting cannot be conveniently held, the Chairman or the Vice-Chairman may forward the proposal to the members of the Governing Body by circulation and on acceptance by all or the majority of them, it will be as valid as a resolution passed at a meeting of the Governing Body and recorded as such in the minutes book of the meetings of the Governing Body.

12. Voting.- At every meeting of the Society or the Governing Body, each member present shall have one vote. In the case of a tie, the Chairman shall have a second or casting vote.

13. Notices.- Notice of all meetings in writing shall be given to all members entitled to it at least seven days before the meeting, if it is a meeting of the Governing Body and twenty-one days if it is a general meeting, either personally or by post to the address as noted in the Official Register and Members of the Governing Body or the Society.

14. Property.- All properties of the Society, movable and immovable and all assets shall vest in the Governing Body and all documents affecting or relating to all such properties shall stand in the name of the Society.

15. Execution of documents.- All instruments, deeds and documents which are to be executed for and on behalf of the Society shall be executed for and on behalf of the Society by the Chairman or Vice-Chairman, or such member of the Governing Body who may have been authorised in writing to do so by the Chairman, or Vice-Chairman or by a meeting of the Governing Body. If, and whenever such instrument, deed or document requires the seal of the Society be affixed to it, the person executing it shall have the power to affix the seal.

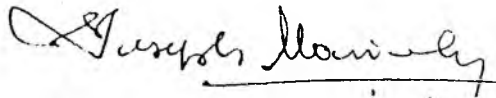


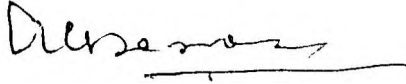

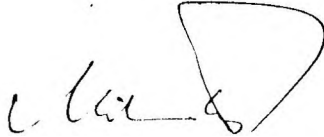
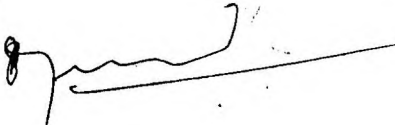
16. Alteration of the Memorandum and Articles.- The Memorandum of Association of the Society and its Rules and Regulations may from time to time be altered, extended, modified or abridged, revoked or re-enacted by a majority of at least 3/5th of the members of the Society (after recorded their votes in person or by proxy at a meeting convened in accordance with the provisions of the Act.

17. Dissolution.- The Society may be dissolved at a General Meeting convened for the purpose by a majority of at least 3/5th of the members present, and thereupon its affairs shall be conducted as specially provided for under the Act.

Save and except as provided herein, in all other respects and matters not provided for herein, the provisions of the Societies Registration Act, shall be applicable.

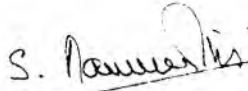


We, the undersigned, hereby certify that the copy is a true and correct copy of the Rules and Regulations of the Society.

1.  ( L. Joseph Mariadoss )
2.  ( S. Seetharaman )
3.  ( R. Padmanabhan )
4.  ( A. Chandrasekhara Menon )
5.  ( R. Ramanujam )
6.  ( M. S. Kishorendran )
7.  ( S. S. Mourougessane )

(Signature of the Members of the Governing Body)

Witness:  
Signatures:  
Name:  
Designation:  
Address:

  
**S. RAMAMOORTHY**  
Private Secretary to Labour and Co-operation Minister  
PONDICHERRY

Place: Pondicherry.

Date: 16th October, 1986.