

CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING & TECHNOLOGY

HEAD OFFICE: GUINDY, CHENNAI – 600 032.

Department of Chemicals & Petrochemicals,
Ministry of Chemicals & Fertilizers,
Govt. of India



(i) MEMORANDUM OF ASSOCIATION

&

(ii) RULES & REGULATIONS

CHENNAI

March 2023

(I)

**MEMORANDUM OF ASSOCIATION
OF**

**THE CENTRAL INSTITUTE OF
PETROCHEMICALS ENGINEERING
AND TECHNOLOGY**

CHENNAI

March 2023



MEMORANDUM OF ASSOCIATION
OF
THE CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING
AND TECHNOLOGY
(CIPET)

1. The name of the Society is the “Central Institute of Petrochemicals Engineering & Technology.”
2. The office of the Society shall be located at Chennai.
3. The objects for which the Society is established are –

I. DEVELOPMENT

- (a) To design and develop moulds and dies for the polymer processing industry;
- (b) To standardize tools, tool elements and accessories for the polymer conversion industry;
- (c) To introduce latest technology in die and mould making;
- (d) To introduce modern technology in polymer, petrochemicals and allied areas;
- (e) To develop application ideas end product concepts in polymer/ plastics and petrochemicals with particular reference to import substitution;
- (f) To design and develop Polymer Testing/Processing equipments to cater the needs of plastics, petrochemicals and allied industry;
- (g) To undertake sponsored R & D projects in the areas relevant to (a) to (f) above;
- (h) To undertake testing, inspection, processing and technical consultancy for polymer, petrochemicals & allied industries including Govt., public and private undertakings.



II. TRAINING

- a) Manpower development through specialized Skill training programs which are specifically designed to represent the needs of various disciplines of today's polymer / petrochemical and allied industries.
- b) To conduct courses leading to Diploma, Post Diploma, Post Graduate Diploma, Graduate and Post Graduate qualifications in various disciplines of Polymer / Petrochemicals Engineering & Technology as per the statutory requirements of the AICTE, HRD Ministry and affiliated Universities.
- c) To attain Deemed University status from Ministry of HRD to design and conduct courses as stated above.
- d) To train product and mould designers on CAD/CAM/CAE for application development of plastics and design of moulds.
- e) To provide training on modern sophisticated machines by conducting modular courses.
- f) To provide training on modern sophisticated polymer / plastics processing machines and petrochemical areas.
- g) To train polymer / plastics and petrochemicals testing technicians for evaluation and quality assurance requirements of the polymer / petrochemicals and allied industries.
- h) To upgrade the existing manpower in the polymer / plastics, petrochemicals and allied industries through tailor made courses on various disciplines of Polymer / Petrochemicals Engineering & Technology.
- i) To conduct awareness programs, EDP programs for propagating technology to start polymer / plastics and petrochemicals based industries.
- (j) To conduct online skill training programs in the polymer / plastics and petrochemical sector.



III. TESTING

- a) Testing, quality assessment and inspection of polymeric / petrochemical materials, products and allied materials, as per National and International standards.
- b) Identification and characterization of polymeric / Petrochemical materials and composites.
- c) Inspection and evaluation of moulds and dies and testing of mouldability and optimisation of processing parameters.
- d) Design and development of testing equipments for material and product testing as per National and International Standards.
- e) To undertake testing and inspection of any other item relating to the existing facilities and expertise; as per National and International standards.

IV. STANDARDS AND QUALITY CONTROL

- a) To assist Bureau of Indian Standards in formulating the standards for testing polymer / plastics, petrochemical materials and products.
- b) To provide modern inspection room for inspection of moulds and products to serve the industries as per the standards.
- c) To assist the industries for setting up of testing facilities for polymeric / petrochemical materials and products.
- d) To maintain the quality of training and services by introducing ISO Quality Management System.

V. SERVICE

- a) To provide consultancy and advisory services in the areas of product design, tool design using up-to-date methods (CAD/CAM/CAE).
- b) To develop quality moulds and dies with the application of modern technology



- c) To render assistance for mould standardisation as per international standards.
- d) To provide consultancy service in the field of polymer / plastics processing, optimization and petrochemical areas.
- e) To assist polymer / plastics, petrochemicals and allied industries to make their products techno-commercial competitive in global market place.
- f) To facilitate the industries in the development of speciality polymers like blends, alloys and composites.

VI. INFORMATION & DOCUMENTATION

- a) To undertake documentation of literature on plastics materials, blends, composites and petrochemical materials.
- b) To undertake documentation of literature on design, moulds & dies and plastics conversion techniques.
- c) To undertake dissemination of technical information on Polymer / Petrochemicals Engineering & Technology.

VII. EDUCATION

- a) To interface with educational institutions of national and international repute in the field of Polymer Science and Petrochemicals Engineering and Technology.
- b) To organize advanced level courses culminating to Under Graduate, Post Graduate and Ph.D. level qualification as per the statutory requirements.

VIII. GENERAL

- (a) to award certificates as may be appropriate to those who have successfully completed the training courses;
- (b) to institute and award fellowships, scholarships, prizes and medals in accordance with the Rules and Bye Laws;
- (c) to print and publish pamphlets, magazines and periodicals or issue advertisements that may be considered desirable for the promotion of the objects of the Society;



- (d) to fix and demand such fees and other charges as may be laid down in the bye laws made under the Rules of the Society;
- (e) to levy and collect such charges as may be appropriate in respect of technical advice and services rendered to the industry by the Society under terms and conditions that may be laid down by the Society;
- (f) to sell or dispose of moulds, dies and tools produced in the course of training according to Rules and Regulations of the Society;
- (g) to create administrative, technical, ministerial and other posts under the Society and to make appointment thereto in accordance with the Rules and Regulations of the Society and the instructions issued in this regard by the Central Government from time to time provided that no post, above Level 13A in the Pay Matrix of the 7th Central Pay Commission, shall be created or appointment, thereto made without the prior approval of the Central Government;
- (h) to maintain a Fund to which shall be credited:-
 - i. all moneys provided by the Central Government;
 - ii. all fees and other charges received by the Society;
 - iii. all moneys received by the Society by way of grants, gifts, donations, benefactions, bequests or transfers;
 - iv. all moneys received by the Society in any other manner or from any other sources.
- (i) to deposit all moneys credited to the Fund in such banks or to invest them in such a manner as the Society may, (with the approval of the G.C. and Central Government) decide;
- (j) to draw, make, accept, endorse and discount cheques, notes or other negotiable instruments;
- (k) to pay all expenses preliminary or incidental to the formation of this society and its registration out of the fund;
- (l) to meet the expenses of the Society out of the fund to buy materials/stores and consumable tools that may be required to maintain the training programme as well as the buildings and equipment belonging to the Society;



- (m) to borrow or raise moneys with or without security or on the security of mortgage, charge, hypothecation or pledge over all or any property belonging to the Society or in any other manner whatsoever with the prior approval of the G.C. and Central Government;
- (n) to create with the prior approval of the G.C. and Central Government any reserve fund, sinking fund, insurance fund, pension fund or any other special fund whether for depreciation or for repairs, improving, extending or maintaining any of the properties or rights of the Society and/or for recoupment of wasting assets and for any other purposes for which the society deems it expedient or proper to create or maintain any such fund or funds;
- (o) to build and construct buildings and workshops and alter, extend, improve, repair, enlarge or modify the same and to provide and equip the same with light, water, drainage, furniture, fittings, machines and all other necessities;
- (p) to establish, maintain and manage hostels for the residence of students;
- (q) to acquire by gift, purchase, exchange, lease, hire or otherwise howsoever any lands, buildings, easements and any property movable and/or immovable and hold the same provided that prior approval of the Central Government is obtained for acquisition of the immovable property;
- (r) to deal with any property belonging to or vested in the Society in such a manner as may be deemed fit for advancing the objectives of the Society provided that prior approval of the Central Government is obtained for transfer of any immovable property;
- (s) for the purposes of the aforesaid to sign, execute and deliver such contracts, deeds and instruments as may be necessary;
- (t) to constitute such Committee or Committees as it may deem fit for the disposal of any business of the Institute or for tendering advice in any matter pertaining to the Institute;
- (u) to delegate any of its powers to the Board of Governors of the Institute or any of the Committee or Committees constituted by it;



- (v) to make Rules and Regulations and by laws for the conduct of the affairs of the Society and to add to, amend, vary or rescind them from time to time with the approval of the Central Government;
 - (w) to do all such things as may be necessary, incidental or conducive to the attainment of all or any of the objects of the Society.
 - (x) to establish offices/extension centres/service centres of CIPET in the country/abroad with prior approval of the Government of India.
4. The management of the affairs of the Society is entrusted, in accordance with the Rules and Regulations of the Society, to the Governing Council which shall be composed of the following members:-

The above Governing Council shall remain in office for three years from the date of incorporation of the Society. The income and property of the Society, however, derived, shall be applied towards the promotion of the objects as set forth in this Memorandum of Association subject nevertheless in respect of the expenditure of grants made by the Government of India to such limitations as the Government of India may from time to time impose. No portion of the income and property of the Society shall be paid or transferred directly or indirectly by way of dividends, bonus or otherwise howsoever by way of profit to persons, who at any time are or have been members of the Society, or to any of them, or to any persons claiming through them or any of them, provided that nothing herein shall prevent the payment in good faith of remuneration to any member or other person in return for service rendered to the Society, or for travelling allowances, halting allowance and other similar charges.

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 Society. We also authorize Director General to correspond with the Registrar of Societies in Chennai.



**MEMBERS OF CIPET GOVERNING COUNCIL
(January 2023)**

1	Secretary to the Govt. of India, Deptt. of Chemicals & Petrochemicals, Ministry of Chemicals & Fertilizers, Shastri Bhavan, New Delhi - 110115 Email: sec.cpc@nic.in	President
2	Additional Secretary & Financial Advisor (Chemicals & Fertilizers) Ministry of Chemicals & Fertilizers, Shastri Bhavan, New Delhi – 110115. Email: asfa-mocf@nic.in	Member
3	Joint Secretary (PC), Deptt. of Chemicals & Petrochemicals, Ministry of Chemicals & Fertilizers, Shastri Bhavan, New Delhi – 110115. Email: jspc-cpc@gov.in	Member
4	Additional Secretary & Development Commissioner, Ministry of Micro, Small and Medium Enterprises (MSME), A' Wing 7th Floor, Nirman Bhavan, New Delhi – 110018. Email: dcmsme@nic.in	Member
5	Joint Secretary-I & CVO, Ministry of Skill Development and Entrepreneurship, Room No. 326C, Shram Shakti Bhavan, Rafi Marg, New Delhi – 110001. Email: kkdwivedi@gov.in	Member
6	Additional Secretary (TE), Deptt. of Higher Education, Ministry of Education, 118-C, Shastri Bhavan, New Delhi – 110001. Email: ashe-mhrd@gov.in	Member



7.	President, The All India Plastics Manufacturers' Association, A-52, Road No.1, MIDC Marol, Andheri (E), Mumbai – 400093. Maharashtra Email: president@aipma.net	Member
8	President, Plastindia Foundation, 401, Landmark B, Suran Road, Off Andheri Kurla Road, Andheri (E), Mumbai – 400093. Maharashtra. Email: president@plastindia.org	Member
9	President, Chemicals & Petrochemicals Manufacturers' Association, 708, 7th floor, Kailash Building, 26 Kasturba Gandhi Marg, New Delhi – 110 001. Email: president@cpmaindia.com	Member
10	Director, CSIR-Indian Institute of Chemical Technology, Uppal Road, Tarnaka, Hyderabad - 500 007 Telangana State, India. Email: director@iict.res.in	Member
11	Director, Indian Institute of Technology Kanpur, Director's Bungalow, Kalyanpur, Kanpur-208 016. Email: director@iitk.ac.in	Member
12	Shri P. Raghavendra Rao I.A.S. (Retd.), Former Secretary (C&PC), Govt. of India, House No. 70 Sector 45, Gurugram – 122003. Haryana. Email: piduru99@hotmail.com	Member



13	Prof. & Head, Department of Chemical Engineering, Indian Institute of Technology, Hauz Khas, New Delhi – 110016. Email: hodchemical@admin.iitd.ac.in	Member
14	Vacant	
15	Vacant	
16	Vacant	
17	Secretary, Technology Development Board, Department of Science & Technology, Block II, Second Floor, Technology Bhawan, New Mehrauli Road New Delhi-110016. Email: secretary@tdb.gov.in	Member
18	Prof. (Dr.) Shishir Sinha, Director General, CIPET, T.V.K. Industrial Estate Guindy, Chennai – 600032. Tamil Nadu.	Member – Secretary



(II)

**RULES AND REGULATIONS
OF**

**THE CENTRAL INSTITUTE OF
PETROCHEMICALS ENGINEERING
AND TECHNOLOGY**

CHENNAI

March 2023



RULES AND REGULATIONS

SHORT TITLE

1. These Rules and Regulations may be called the Rules and Regulations of the "Central Institute of Petrochemicals Engineering and Technology".

INTERPRETATION

2. The Society shall mean the "Central Institute of Petrochemicals Engineering and Technology, Guindy, Chennai."

MEMBERS OF THE SOCIETY

3. The Society shall for the time being consist of the following members:-
 - i. The President of the Society who shall be appointed by the Central Government;
 - ii. Members of the Governing Council appointed by the Central Government;
 - iii. Any other person/persons appointed by the Central Government
4. Should any Member of the Society representing the Central Government be prevented from attending a meeting of the Society, the Central Government shall be at liberty to nominate a substitute to take his place at that meeting of the Society. Such substitute shall have all the rights and privileges of the Member of the Society for that meeting only.
5. The Society shall keep a roll of members together with their addresses and occupations and every member shall sign the same.
6. If a member of the Society changes his address, he shall notify his new address to the Director General and the entry in the roll will be accordingly changed; but if he fails to so notify, his address in the roll of members shall be deemed to be his address.



DURATION OF APPOINTMENT

7. a) Members appointed or nominated by the Central Government shall hold office for such period as may be specified at the time of their appointment or nomination or at any time thereafter.
b) Where a person is appointed as a member of the Society by reason of the office or appointment he holds, his membership of the Society shall terminate when he ceases to hold that office or appointment.
8. Non-official members of the Society shall hold office for a period of 3 years from the date of their appointment but shall be eligible for reappointment.
9. If casual vacancies arise within the three years tenure the persons appointed for the vacancy shall hold office for the unexpired period of the tenure.
10. A member of the Society shall cease to be a member on the happening of any of the following events:-
 - a) If he dies, resigns, becomes of unsound mind becomes insolvent or be convicted of a criminal offence involving moral turpitude.
 - b) If he does not attend three consecutive meetings of the Society without proper leave of the President.
11. a) The President of the Society may resign from his office by a letter addressed to the Central Government and his resignation shall take effect from the date it is accepted by the Central Government.
b) A member of the Society (other than an ex-officio member or a member representing the Central Government) may resign office by a letter addressed to the President and such resignation shall take effect from the date it is accepted by the President.



12. Any vacancy in the membership of the Society caused by any of the reasons mentioned in Rule 10 shall be filled up by the Government of India at the request of the President.
13. The Society shall function notwithstanding that any person who is entitled to be a member by reason of his office is not a member of the Society for the time being and notwithstanding any other vacancy in its body whether by non-appointment or otherwise and no act or proceeding of the Society shall be invalidated merely by reason of the happening of any of the above events or of any defect in the appointment of any of its member.

AUTHORITIES OF THE SOCIETY

14. The following shall be authorities of the Society:-
- i) The Governing Council
 - ii) The President
 - iii) The Director General
 - iv) Such other authorities as may be constituted as such by the Governing Council

PRINCIPAL EXECUTIVE OF THE SOCIETY

15. The Director General shall be the Principal Executive Officer of the Society.

OFFICE OF THE SOCIETY

16. The Corporate/Registered Office of the Society shall be located at Chennai.
17. i) An Annual General Meeting of the Society shall be held at such date, time and place as may be determined by the President.
- ii) Except as otherwise provided in these rules, all meetings of the Society shall be called by notice under the hand of the Director General.
18. The President may convene a special meeting of the Society whenever he thinks fit.



19. Every notice calling a meeting of the Society shall state the date, time and place at which such meeting will be held and shall be served upon every member of the Society not less than fifteen clear days before the day appointed for the meeting
20. The President shall preside over all the meetings of the Society. However, if the President is not present at any meeting of the Society the members of the Society shall choose one of the members present to be the Chairman of the meeting.
21. No business shall be discussed at any meeting of the Society except the election of a President whilst the Chair is vacant.
22. One-third of the members of the Society present in person shall form a quorum at every meeting of the Society.
23. All disputed questions at a meeting of the Society shall be determined by majority vote.
24. Each member of the Society shall have one vote.
25. In case of an equality of votes, the President shall have a casting vote.
26. A Notice/Notices may be served upon any member of the Society either personally or by sending it by post in any envelope addressed to such member at his address in the roll of members.
27. Any notice so served by post shall be deemed to have been served on the day following that on which the envelope containing the same is posted and proof that the envelope containing such notice was properly addressed and duly posted will be sufficient proof of such service.
28. The General superintendence, direction and control of the affairs of the society and its income and property shall be vested in the governing body of the Society which shall be called "Governing Council, Central Institute of Petrochemicals Engineering and Technology" hereinafter referred to as the Council.



29. The Council shall be composed of the following members :-

- | | |
|------------------|---|
| 1. | President of the Society |
| 2, 3, 4, 5 & 6 | 5 Nominees of the Central Govt. representing the Ministries of
(a) Chemicals & Fertilizers
(b) Finance
(c) Micro, Small and Medium Enterprises (MSME)
(d) Skill Development and Entrepreneurship (SDE)
(e) Education |
| 7, 8 & 9 | 3 representatives from Industry Associations |
| 10,11 &12 | 3 representatives from Institutions |
| 13,14,15,16 & 17 | 5 Prominent members from Public, Academics, Management, Government User Department – Defence / Railways/PSUs / Science and Technology / CSIR |
| 18 | Director General of the Institute (Ex-officio Member and Secretary) |

Provided that the Central Government may terminate the membership of any member or at one and the same time all members other than the ex-officio members of the Governing Council, upon such termination the vacancies shall be filled in accordance with the relevant provision of the rules. The members whose membership is so terminated shall be eligible for reappointment.

30. The membership of the Governing Council shall normally be for a period of three years from the date of appointment. If a member ceases to be a member of Society, he shall automatically cease to be a member of the Governing Council.
31. The Governing Council shall function notwithstanding that any person who is entitled to be a member by reason of his office is not a member of the Governing Council for the time being and notwithstanding any other vacancy in its board whether by the authority entitled to make the appointment or otherwise and no act of proceeding of the Governing Council shall be invalidated merely by reason of the happening of any of the above events or of any defects in the appointment of any of its members.



32. A member who fails to attend three consecutive meetings of the Governing Council without leave of the President shall cease to be a member thereof.
33. Any vacancy in the membership of the Governing Council shall be filled by an appointment made by the Central Government.

PROCEEDINGS OF THE GOVERNING COUNCIL

34. Every meeting of the Governing Council shall be presided over by the President and in his absence by a member chosen by the meeting to preside for the occasion.
35. One-third of the members of the Governing Council present in person shall constitute a quorum at any meeting of the Governing Council.
36. Not less than fifteen clear days notice of every meeting of the Governing Council shall be given to each member to his address in the roll of members.
37. At least two meetings of the Governing Council shall be held every year.
38. For the purpose of the last rule each year shall be deemed to commence on the first day of April and terminate on the 31st day of March of following calendar year.
39. The President of the Governing Council may himself call or by a requisition in writing signed by him require the Member Secretary to call a meeting of the Governing Council at any time.
40. Each member of the Governing Council including the President shall have one vote and if there shall be an equality of votes on any question to be decided by the Governing Council, the President or the Chairman shall in addition have a casting vote.
41. Any business, except such as the Governing Council may by general or special order direct to be placed before the meeting may be carried out by circulation amongst all its members and any resolution so circulated and approved by a majority of the members signing shall be as effectual and binding as if such resolution had been



passed at a meeting of the Governing Council provided that atleast one-third of the members of the Governing Council have recorded their views on the resolution.

42. Where there is a difference of opinion among the members of the Governing Council opinion of the majority shall prevail, subject, however to the veto of the Central Government which shall be communicated to the President within 30 days of such decision.

The President of the Governing Council may refer to the Central Government any question, which, in his opinion, is of sufficient importance for the decision of the Central Government and the decision of the Central Government shall be binding on the Society and its Governing Council.

POWERS AND FUNCTIONS OF THE GOVERNING COUNCIL

43. Subject to the provisions of the Memorandum, the Council shall have full powers and authority to do all acts, matters things and deeds which may be necessary or expedient for the purpose of the Society and without in any manner derogating from the generality of their powers, in particular the following :
- i) to accord approval for detailed plans and programs of the Institute. i.e. budget for the income & expenditure, procurement etc.
 - ii) to look after and manage the institution and properties of the Society and to spend moneys required for that purpose.
 - iii) to receive grants and contributions and to have custody of the funds relating to the Institute.
 - iv) to prepare the budget estimates of the Society for each year, and to sanction the expenditure within the limits of the budget as approved by the Central Government.
 - v) To prescribe and conduct courses of training in the Institute.
 - vi) To prescribe rules and regulations for the admission of students to the various courses of training.



- vii) To lay down standard of proficiency to be demonstrated before the award of competence in respect of the courses offered by the Institute.
 - viii) To establish procedures to sell or dispose of moulds dies or tools produced in the course of training.
 - ix) To establish procedures in respect of service and technical advice to be rendered to the industry by the Society and the levy and collection of charges for the same.
 - x) To create administrative, technical, ministerial and other posts under the Society and to make appointments thereto in accordance with the Rules & Regulations of the Society and the instructions issued in this regard by the Central Government from time to time provided that no post, above Level 13A in the Pay Matrix of the 7th Central Pay Commission, shall be created or appointment, thereto made without the prior approval of the Central Government;
44. Subject to these Rules and the By-laws the Governing Council shall have the power to appoint officers and staff for conducting the affairs of the Society and to fix the amount of the remuneration and to define their duties.
45. Subject to the specific approval of Governing Council, the Director General shall have the power to enter into arrangements with the Central Government, State Governments and other public or private organisations or individuals for securing and accepting endowments, grants-in-aid, donations or gifts to the Society on mutually agreed terms and conditions provided that the conditions of such grants-in-aid, donation or gift, if any, shall not be inconsistent or in conflict with the nature or objects of the Society or with the provision of these rules.
46. The Governing Council shall have the power to take over and acquire by purchase, gift or otherwise from Government and other public bodies or private individuals willing to transfer movable and immovable properties, endowments or other funds, together with any attendant obligations and engagements not inconsistent with the objects stated in the Memorandum of Association and the provisions of these rules after approval of the Government of India.



FINANCIAL AND OTHER COMMITTEES

47. The Governing Council shall have the power to appoint financial and other committees or sub-committees for carrying out the objects of the Society.
48. The Governing Council may by resolution delegate to the Director General such of its powers for the conduct of business as it may deem necessary.

APPOINTMENT OF DIRECTOR GENERAL

49. Appointment to the post of Director General shall be made by the Central Government.

FUNCTIONS AND POWERS OF THE PRESIDENT

50. The President shall have the authority to review periodically the work and progress of the Society and to order enquiries into the affairs of the Society, and to pass orders on the recommendations of the reviewing or inquiry committees.

FUNCTIONS AND POWERS OF THE DIRECTOR GENERAL

51. The Director General will be ex-officio Member Secretary of the Governing Council. He shall receive such remuneration as may be decided by the Central Government.
52. Director General shall prescribe the duties of all officers and staff of the Society and shall exercise such supervision and disciplinary control as may be necessary in accordance with these rules. Subject to these rules, the Director General, shall in all matters under his charge, have power as similar to in the case of Head of Department (HOD), Govt. of India. The Governing Council may also delegate additional powers to the Director General to the extent considered necessary from time to time.
53. It shall be the duty of the Director General to co-ordinate and exercise general supervision of over all activities of the Society.
54. The Director General shall exercise his powers under the direction of superintendence and control of the President of the Society.



55. The Director General shall maintain a record of the proceedings of the Society and of the Governing Council and shall perform the duties pertaining to his office.

FUNDS OF THE SOCIETY

56. The funds of the Society will consist of the following:
- i) Grants made by the Government of India
 - ii) Contribution from other sources
 - iii) Income from Investments
 - iv) Receipts of the Society from other sources.
57. The Bankers of the Society shall be the State Bank of India or such other banks approved by the Govt. of India. All funds shall be paid into the Society's account with such banks shall not be withdrawn except on a cheque signed by such officers as may be duly empowered on his behalf by the Director General.

FINANCIAL ADVISER

58. The Person appointed by the Government of India representing the Ministry of Finance on the Governing Council of the Society shall be the Financial Adviser to the Society.
59. Important matters concerning the financial aspects of the Society shall be referred to the Financial Adviser for his advice.
60. The Director General may in the event of disagreement with the Financial Adviser refer the matter to the President of the Governing Council whose decision shall be final. All such cases should however be placed before the Governing Council at its next meeting for information.

ACCOUNTS AND AUDIT

61. i) The Society shall maintain proper accounts and other relevant records and prepare an annual statement of accounts in such form as may be prescribed by the auditors appointed by the Government of India.
- ii) The accounts of the Society shall be audited annually by auditors and any expenditure incurred in connection with the audit of accounts of the Society shall be payable by the Society.



- iii) The auditors shall have the same rights, privileges and authority in connection with the audit of accounts to the Society as the Comptroller and Auditor General of India has in connection with the audit of Government Accounts and in particular, shall have the right to demand the production of books, accounts, connected vouchers and other documents and papers and to inspect any of the offices of the Society.
- iv) The accounts of the Society as certified by the auditors together with the Audit Report thereon shall be forwarded annually to the Central Government.

ANNUAL REPORT

62. The Annual Report and the yearly accounts of the Society shall be placed before the Society at its Annual General Meeting for consideration and approval. Copies thereof as finally approved by the Society shall be supplied to the members of the Society. The proceedings of the Society together with the Annual Report shall be sent to the Government of India and to the members of the Society for information.

ALTERATION OR EXTENSION OF THE PURPOSE OF THE SOCIETY

63. With the prior approval of the Central Government, the Society may alter or extend the purposes for which it is established in accordance with the provisions of the Tamil Nadu Societies Registration Act.

ALTERATION OF THE RULES

64. The prior sanction of the Central Government shall be obtained before the Rules and Regulations of the Society and any amendments to them are brought into force. The said rules and regulations save and except Rule 64 may be altered at any time by a Resolution passed by a majority of the members of the Society.

DISSOLUTION OF THE SOCIETY

65. The Society shall not be dissolved without the consent of the Central Government and on such dissolution the assets of the Society shall be dealt with in accordance with the provisions contained in The Tamil Nadu Societies Registration Act, 1975 (Tamil Nadu Act XXVII of 1975) with The Tamil Nadu Societies Registration Rules, 1978 and The Societies Registration Act, 1860 (Act No. XXI of 1860).

ॐ: ० :ॐ

