

India Rubber Meet Forum
RULES AND BYE-LAWS OF THE ASSOCIATION

- 1. NAME** : The name of the Association shall be
INDIA RUBBER MEET FORUM
- 2. REGISTERED OFFICE**
- Registered Office : Rubber Board, Head Office, Kottayam
Building/Room No. : 206
Municipality : Kottayam
Post Office : Kottayam PO, PIN-686002.
Village : Muttambalam
Taluk : Kottayam
District : Kottayam

Memorandum of Association

1. Name

The name of the society shall be INDIA RUBBER MEET FORUM, in short 'IRMF'.

2. Address

The registered office of INDIA RUBBER MEET FORUM (IRMF) shall situate at Rubber Board Head Office, Kottayam.

3. Area of operation

The activities of the society shall extent to the whole of India.

4. Nature of the association

The Forum shall be a non-profit making charitable society, with aims and objects specified in this Memorandum of Association.

The income and the property of the Forum shall be applied solely towards the promotion of the objects of the Forum and no part thereof shall be paid or transferred directly or indirectly by way of dividend, bonus, interest or otherwise by way of profit to persons who, at anytime are, or have been members of the Forum or to any one or more of them or to any person claiming through any one or more of them, provided that nothing herein contained shall prevent the payment in good faith of remuneration to any employee of the Forum in return for services rendered to the Society or payment of interest at a reasonable rate on money borrowed, or

expenses incurred by a member or any one so empowered in connection with the work of the Forum. No member of the Society shall have any personal claim on any movable or immovable properties of the Forum or make any profit, whatsoever, by virtue of his membership.

5. Vision

- a) Contributing to the upliftment of rubber industry.
- b) Advocating the importance of sharing of technology applications, pursuing development of new technologies and adoption of global technology.

6. Objectives of the society

- a) Promotion of rubber through education and diffusion of knowledge on all its aspects.
- b) Define and finalize the format of IRM, with the main aim of sharing information and knowledge in focus.
- c) Organize and conduct IRM.
- d) To bring out publications/ periodicals in order to facilitate knowledge sharing among the stakeholders.

7. Without prejudice to the aims and objectives, the society shall: -

- a) Promote the interests of all engaged in the activities related to rubber.
- b) Organize seminars, workshops etc. to educate the stakeholders in the latest trends in the industry so as to contribute to national economy.
- c) To collect and disseminate statistical information on rubber within India and abroad, educate the members of the Forum about the trends and potential in the industry.
- d) Conducting study classes, tours and visits; publishing books, magazines, periodicals, information brochures and advertisements.
- e) To undertake training programmes for the members of the Forum
- f) Collaborate or enter into contract / MOU / Agreements with state/ central government, R&D institutions, financial institutions and other organizations, both national and international and private corporate bodies as deemed necessary for the attainment to the objectives of IRMF.

- g) Accept fund/ grant from state/ central government departments/ organizations, R &D institutions, financial institutions both at national and international level and private corporate bodies, in the form of grant, donations, subscriptions, gift, loan, cost of services, special fees etc for the furtherance of the objectives of IRMF.
- h) Open and operate accounts with banks and to deposit funds therein.
- i) Purchase, take on lease, accept as gift, construct or otherwise acquire any property wherever suitable.
- j) Collect fees including membership fees, sponsorship fees, service charges, consultancy charges, compensations, taxes involved or such other monies as may be required for the functioning of IRMF and in furtherance of its objectives and charges for the services rendered by IRMF.
- k) Sell, lease, exchange, transfer or dispose of all or any property of IRMF with the approval of Board of Directors.
- l) Purchase, take on lease/hire and sell equipment and other articles for the furtherance of objectives of IRMF.
- m) To create corpus / reserve funds or any other funds whether for depreciation, repairs, improvement, extension or maintenance of any of the properties or rights of IRMF and / or for recouping or replenishing damaged assets and for any other purpose for which IRMF deems fit.
- n) Borrow money required for the purpose of IRMF with or without security upon such terms and in such manner as may be determined by the Board of Directors.
- o) Take membership in any other society or association or trust with similar objectives, not detrimental to the interest of IRMF and to have branches in other parts if necessary.
- p) Appoint legal and technical advisers [not being members, bankers] of IRMF.
- q) Make and modify the emblem of IRMF if required and use the emblem in all IRMF documents.
- r) Publish any advertisements, brochures and any form of literature including audio-visual materials related to IRMF and IRM.

8. Membership

Any organization or institution directly or indirectly involved in production, value addition, manufacture or trading of any form of rubber shall be eligible for membership in the General Body.

Following stakeholders will be the first members of the Forum.

<u>Name of organization/ institution</u>	
1	The Rubber Board (Ministry of Commerce & Industry, Govt. of India)
2	All India Rubber Industries Association (AIRIA)
3	Association of Latex Producers of India (ALPI)
4	Automotive Component Manufacturers Association of India (ACMA)
5	Automotive Tyre Manufacturers' Association (ATMA)
6	Bharathiya Rubber Karshaka Morcha
7	CAPEXIL
8	GRP Ltd.
9	Harrisons Malayalam Ltd.
10	Indian Block Rubber Processors' Association (IBRPA)
11	Indian Cycle and Rikshaw Tyre Manufacturers Association (ICRTMA)
12	Indian/International Rubber Journal (IRJ)
13	Indian Rubber Dealers Federation (IRDF)
14	Indian Rubber Growers Association (IRGA)
15	Indian Rubber Institute (IRI)
16	Indian Rubber Manufacturers Research Association (IRMRA)
17	Indian Synthetic Rubber Private Limited (ISRPL)
18	Kerala State Co-operative Rubber Marketing Federation (Rubber Mark)
19	Latex Rubber Thread Manufacturers' Association (LARTMA)
20	National Federation of Rubber Producers' Societies (NFRPS)
21	Reliance Industries Ltd.
22	Rubber Asia
23	Rubber Skill Development Council (RSDC)
24	The Cochin Rubber Merchants Association (CRMA)
25	United Planters Association of Southern India (UPASI)

Further memberships shall be given to new stakeholders on payment of membership fee of Rs.10000 (Rs. Ten thousand only). There shall be an annual subscription of Rs.1000 (Rupees one thousand only) to all members. The quantum of entrance fee and annual subscription shall be as decided by the Director Board from time to time.

Admission of members shall be restricted to those recommended by the Director Board or the General Body of the Forum.

9. Cessation/Termination of Membership

The Membership of any member shall cease/be terminated in the following circumstances:-

- (a) On resignation by a letter addressed to the Secretary
- (b) On the failure to pay the annual subscription within a period of 6 months after it has fallen due for payment; provided however that the Director Board shall before terminating his membership give 10 days notice in writing to the member to show cause as to why his membership should not be terminated
- c) On being found guilty by a competent court or tribunal of an offence involving, in the opinion of the Director Board, moral turpitude or gross misconduct.

A member ceasing to be a member by any means shall forfeit all rights to or claims upon the Forum but shall nevertheless remain liable for and shall pay to the Forum all moneys which may be due from that member.

10. Board of Directors

The management of the Forum shall vest in the Board of Directors consisting of the following members/representatives:

Sl No.	Organization	Number of representatives	Mode of selection
1	Executive Director, Rubber Board	1	Member and President (Ex-officio)
2	Any 2 officers in the services of the Board	2	Secretary and Treasurer (To be nominated by the Executive Director, Rubber Board)
3	Stakeholder organizations	6	To be elected by General Body At least 3 Directors shall be from the First members of IRMF.
Total		9	

11. A copy of the rules and regulations of the Forum certified as the true copy by three members of the Board of Directors is filed with the District Registrar- Kottayam along with the Memorandum of Association.
12. We, the several persons whose names and addresses are given below, having associated ourselves for the purpose described in this Memorandum of Association, do hereby subscribe our names to this MOA and set our respective hands hereunto and form ourselves in the Forum under 'The Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act, 1955' and hold ourselves responsible to manage the affairs of the IRMF as per the rules, a copy of which duly certified by seven members of the council is filed here with the District Registrar, Kottayam along with this MOA.

BYELAWS

Byelaws and rules & regulations of INDIA RUBBER MEET FORUM (IRMF)

1. Short title

These Byelaws, rules and regulations may be called Byelaws, rules and regulations of INDIA RUBBER MEET FORUM (IRMF)

2. Definitions

In the rules, unless the context requires otherwise,

- a) Act means The Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act, 1955,
- b) IRMF means INDIA RUBBER MEET FORUM
- c) General Body means the General Body of IRMF and
- d) Board of Directors means Board of Directors of IRMF.

3. Register of the Forum

IRMF shall keep a register of members as provided under section 15 of the Act and such other registers as may be required from time to time at its registered office.

4. Authorities of the Forum

The following shall be the authorities of IRMF:

- 1) General Body,
- 2) Board of Directors,
- 3) Organizing Committee of India Rubber Meet
- 4) Committees and sub committees

5. General Body

5.1) The General Body shall be the General Body of IRMF. In accordance with the Byelaws, rules and regulations, the control of the affairs of IRMF including formulating appropriate policies shall vest with General Body.

5.2) The General Body may constitute committees or sub-committees for any specific purpose. The General Body may delegate specific authority to such committees or sub-committees including policy, later to be ratified by the next General Body.

6. First General Body

6.1) The first General Body shall be deemed to be a body constituted under these rules and shall remain in office.

6.2) The first General Body meeting shall be convened immediately after the registration of the IRMF. Annual General Body meeting of IRMF shall be convened before 30 June every year.

7. Functions and powers of General Body

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 IRMF shall be exercised or performed by the General Body.

7.1) Formulate the overall policy and guidelines for the conduct of the affairs of IRMF.

7.2) Amend or repeal byelaws, rules and regulations for smooth functioning of IRMF, consistent with the MOA.

7.3) Provide general guidance in furtherance of the objectives of the IRMF and delegate its powers and functions to the Director Board. Consider and adopt the annual budget, financial statements and annual report, approved by the Board of Directors.

7.4) Do all such acts and deeds that may be necessary, beneficial or otherwise desirable to achieve the objective of IRMF and take such other actions that may be necessary for exercising any of its powers or for discharge of any of its duties.

7.5) Serve as the supreme body in matters regarding IRMF as provided in bye laws, rules and regulations.

8. Board of Directors

The Executive Director of the Rubber Board will be the President of the Forum (IRMF) who in turn will nominate the Secretary and the Treasurer. The Vice-President and the

remaining five (5) Director Board members from the stakeholder representatives shall be elected directly by the General Body.

The Board of Directors shall take decisions to invest or deal with the funds in appropriate manner and sanction expenditure for the activities of the Forum.

9. General Body meeting

9.1) The Annual General Body shall meet every year before 30 June at such time, date and place as the President may decide.

9.2) The Secretary under directions from the President shall convene the meeting and record the minutes of the General Body.

9.3) The President shall preside over the ordinary or special General Body meetings. In his absence vice-president shall preside.

9.4) Every notice for convening the General Body shall state the time and place at which such meetings will be held, and shall be delivered by hand/ registered post / speed post/ e-mail to every member not less than 21 clear days before the date of conduct of Annual General Body Meeting.

9.5) One third of the members shall constitute the quorum for annual or ordinary General Body meeting. If there is no quorum, the meeting shall be adjourned for a further date. If there is no quorum on the adjourned date, it would then be held even without requisite quorum.

9.6) Special meeting shall be convened at any time on the requisition of one third of total members of the General Body in writing on urgent and cogent reasons.

9.7) The Annual Report together with an audited copy of the income and expenditure account, balance sheet and auditor's report for the previous financial year shall be sent to all members by the Director Board and shall be placed before the General Body for its consideration.

9.8) Once in every year or before 14th day after the annual meeting of the General Body, a list of documents as required under Section 13 of The Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act, 1955 shall be filed with Registrar of Societies.

10. Powers of the President

The President shall:

10.1) preside over the meeting of the General Body, and take decisions on simple majority of the members present and through voting if necessary.

11. Powers of the Vice-President

The vice-president shall:

11.1) preside over the meeting of the General Body in the absence of President. He shall also exercise the powers of President in his absence.

12. Powers of the Secretary

12.1) Secretary shall be responsible for the regular convening of the meetings.

12.2.) He shall be responsible for maintaining all registers, documents and minutes of meeting.

13. Powers of the Treasurer

13.1) Treasurer shall be the custodian of cash and cash equivalents and related documents. He shall also be responsible for the maintenance of books of accounts.

13.2) He shall ensure that formalities and prudence have been observed in all financial transactions of the Forum.

13.3) He shall be responsible for compliance of all laws and regulations including direct and indirect taxation laws and getting the Forum registered with Income Tax authorities for tax exemptions, if eligible, at appropriate time.

14. Board of Directors

14.1) The Board of Directors shall be responsible for the management (administrative, technical and financial) of IRMF, for periodic reviews, monitoring of activities etc.

14.2) The management of IRMF shall be with the Board of Directors and shall be carried in accordance with the byelaws, rules and regulations governing IRMF.

14.3) The Board of Directors shall consist of seven (7) members.

15. Powers, Rights and Duties of Board of Directors

15.1) Subject to the overall control of the General Body, the Board of Directors shall exercise all powers vested with it in implementing all the executive functions for the efficient management of IRMF.

15.2) Study, plan, implement, review and monitor the activities of IRMF and take remedial measures as deemed fit, to meet the aims and objectives.

15.3) Propose amendments to MOA, Bye-laws, rules and regulations to the General Body for the adoption wherever and whenever, required for the proper and effective administration and management of the affairs of IRMF.

15.4) Approve and sanction expenditure under every head of item.

15.5) Delegate powers, duties and function to any member or a committee or sub committees as provided in rules and regulations.

15.6) Do all such other legal acts as may be appropriate and necessary for the achievement of any or all of the objectives of IRMF, including incurring of any extraordinary expenditure subject to ratification by the general body.

15.7) Approve and consider the annual reports and audited financial statements and submit to General Body for approval.

16. Accounts and Audits

16.1) The Forum shall maintain proper books of accounts showing all receipts and payments and all assets and liabilities in a true and fair manner.

16.2) It shall prepare financial statements consisting of receipts and payments accounts, income and expenditure accounts and balance sheet on a yearly basis.

16.3) The account shall be audited by a Chartered Accountant to be appointed by General Body empanelled with CAG of India.

17. Operation of Bank Account

The Forum shall open, maintain, operate and close account or accounts with any bank or banks in India and pay or earn interest and withdraw money from such account or accounts and make, draw, execute and issue cheques. Any one of the office bearers along with the Treasurer, as may be decided by the Director Board from time to time, shall operate the bank account or accounts.

18. Amendment of Memorandum of Association and byelaws

18.1) Whenever required Board of Directors may convene a General Body meeting for making amendments to MOA and byelaws

18.2) Amendment shall be carried out in accordance with Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act 1955 with 2/3rd majority of the General Body.

18.3) Modified rules and regulations will be deemed to have come into force in accordance with the Travancore- Cochin Literary, Scientific and Charitable Societies Registration Act 1955.

19. Legal Proceedings

Governing Law and Jurisdiction: All the matters shall be governed by the laws of India and courts having the jurisdiction over the location of the registered office of the IRMF.

20. Winding up or Dissolution

Upon dissolution of IRMF, whatever remains after the satisfaction of all its debts and liabilities, the same shall not be paid to or distributed among the members of IRMF.

And such property shall be given to the State of Kerala or another society with the similar objects.

21. Subscription

We, the several persons whose names, occupations, addresses and signatures are given below are desirous of being formed in to a Society by name of 'INDIA RUBBER MEET FORUM (IRMF)' under The Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act, 1955 in pursuance of this Memorandum of Association.

22. Declaration

1. There is no Forum constituted or registered under the Travancore Cochin Literary, Scientific and Charitable Societies Registration Act, 1955 in the same name.
2. No other organization is operating in this area with the same and with same objective.
3. Whatever is stated in this rules and regulations (including amendments and additions) would not have any legal validity if it is contrary to the societies Registration Act of 1955 or to the Rules and Regulations or order connected to it.

This is the true copy of the byelaw of the Association.

Dated thisday of 2019

We the Executive Committee members and the members of India Rubber Meet declare that this is the true copy of Rules and byelaws approved in the General Body meeting of the Association held on 21.05.2019.

Sl. No.	Name & Address	Designation	Occupation	Signature
1	Dr. K.N. Raghavan IRS 34/546 H, Narayaneeyam, Ideal Lane, Near Oberon Mall, Padivattam, Edappally, Ernakulam- 682024	President	Executive Director Rubber Board	
2	Mr. Vinod T. Simon Plot No-2859, Y- 3 rd Street, 12 th Main Road, Anna Nagar, Chennai - 600040	Vice President	RSDC Business	
3	Mr. Sathees Chandran Nair Plavolil House, Chirakkadavu Centre PO, Chirakkadavu, Kanjirappally, Kottayam- 686519	Secretary	Dy. Director (P&PR)	
4	Mr. K.C. Surendran Kalamkettikal, Poothakuzhy P.O., Kottayam- 686521	Treasurer	Director (Finance) in charge	
5	Mr. Ronny Joseph Thomas Kannukuzhiyil, Muttambalam P.O., Kottayam- 686004	Executive Member	IBRPA Business	
6	Mr. Satish Abraham Padinjarekkara, Mount Wardha, Kanjikkuzhi, Muttambalam P.O., Kottayam- 686004	Executive Member	ALPI Business	
7	Mr. P.R. Muraleedharan Pathalil House, S.N. Puram PO, Pampady, Kottayam- 686502	Executive Member	BRKM Agriculture	
8	Sri. Santhosh Kumar Nakshatra Kent Hyde Park, Villa No- A9, Near Choice School, Nadama village, Tripunithura, Ernakulam- 682301	Executive Member	HML Business	
9	Sri. Siby J. Monippally, 7/508A, Pakalomattam, Mavelipuram Housing Colony Kakkanadu, Kochi- 682030.	Executive Member	IRGA Agriculture	