

**BYE-LAWS\***

**1. MEMBERSHIP**

1.1 Membership of the Institute will be restricted to persons with Post-graduate or equivalent academic qualification, B. Tech, B.E., M.B.B.S. and equivalent academic qualification, interested in the objects of the Society.

1.2 The annual membership fee for members of the Institute shall be as follows :

a)	Members resident in India	Rs. 500.00
b)	Senior citizen members resident in India (above 60 years)	Rs. 250.00
c)	Members resident in USA, Canada, Mexico, South America, Europe, Japan, Australia, China, New Zealand,	US \$ 90.00
d)	Members resident in any other country except those in 'C'	Rs. 750.00
e)	Institutional Member	Rs. 2000.00
f)	Any member resident in India, who desires to become a life member from Ordinary Member	Rs. 2500.00
g)	Any member resident abroad, who desires to become a life member from Ordinary Member	US \$ 800.00

1.3 (a) Any member resident in India who desires to become a Life Member shall have to pay a fee of Rs. 2500.00 less a rebate of Rs. 50.00 for each year for which ordinary annual subscription may have been given, subject to a maximum of Rs. 750.00 after continuing membership for a period of at least five years.

(b) Any member resident in a foreign country who desires to become a Life Member shall have to pay a fee of US\$ 800.00 less a rebate of US\$ 20.00 for each year for which ordinary annual subscription may have been given, subject to a maximum rebate of US\$300.00 after continuing membership for a period of at least five years.

1.4 A member shall have the following privileges :

(a) All members will receive one series of Sankhya free of charge, if he / she makes a written request to this effect.

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\* Bye-laws 5.1, 5.2, .3 and 5.4 were amended in the Council meeting held on 6 October 1986.  
Bye-laws 1.2, 1.3, 1.4,1.5, 1.6 and 4.5 were amended in the Council meeting held on 18 August 1994 and 12 September 1994  
Bye-laws 1.4 (b), 1.7 (new), 3.2.1, 3.3.1, 3.4.1, 3.6.1, 3.6.2 (new), 3.6.3 (renumbered), 3.7(new), 3.7.1(new),3.7.2(new), 5.3, 6.5.3(new), 6.6,6.6.1,6.6.3, 7(new) and 8 (new) were amended/inserted in the Council Meeting held on 12, 13 August 1990 and 20 November, 2003  
Bye-laws 1.1, 1.2, 1.3(a), 1.3(b), 1.4(a), 1.4(b), 1.5 and 1.6(a) were amended/inserted in the Council Meeting held on 22 February, 2009.

- (b) He / she has the right to attend conferences, seminars and symposia held by the Institute from time to time on payment of necessary charges, as may be applicable to the participants which will be notified in the Notice Board / Website.
- (c) He / she can make use of the facilities available in the Institute libraries after depositing the usual caution money.

1.5 A bonafide student or candidate for the examinations of the Institute or any other recognized Institution of higher learning shall be entitled to be enrolled as a student member. A student member shall pay an annual subscription of Rs.50.00 and enjoy the following privileges :

- (a) to obtain any series of Sankhya at half price charged to the public.
- (b) to attend conferences, seminars and symposia held by the Institute from time to time.
- (c) to make use of the facilities available in the Institute libraries after depositing the usual caution money.

1.6 (a) An Institutional Member shall mean an Institution or Organisation approved by the Council for being admitted as a member of the Institute. An Institutional member so admitted shall pay an annual subscription of Rs.2000.00.

(b) Institutional Members shall exercise their rights and privileges of membership through a representative duly nominated by appropriate authority of the member-institution or organization. Member-institutions or organisations shall have the right to change their representative from time to time by giving a written notice to the Director of the Institute by registered post. Any representative of a member-institution or organisation, who may be elected to any administrative or other body or organisation of the Institute or to any office of the Institute, shall automatically vacate such membership or office as soon as he ceases to represent the member-institution or organisation in the Institute. His successor representative shall not, however, be deemed as automatically elected or appointed to such membership or office.

(c) The provision of Life Membership (1.3 above) shall not apply to the Institutional Members.

1.7 FELLOW :

From time to time, the Council may elect some eminent scientists as Fellows in recognition of their contributions towards furtherance of the objectives of the Institute on the basis of nominations received from members. The method of nomination will be laid down by specific resolutions of the Council.

## 2. APPOINTMENT OF THE DIRECTOR

The appointment of the Director shall be made by the Council on the recommendation made by a Selection Committee consists of

- (i) Chairman of the Council (as Chairman)
- (ii) Two experts approved by the Council.

Before recruitment the vacancy for Directorship should be suitably publicised

## 3. ELECTION

### 3.1 *Election of president*

2.1.1 The Council shall nominate one person for election as president (in terms of clause 4.1 of the Regulations) from amongst persons who have rendered distinguished service to the nation or to the institute in particular through the advancement of statistics or any other field of learning and who should not be an employee of the Institute. The name of the nominated person shall be circulated to all members of the institute resident in India at least two months before the date of the Annual General meeting. Any 10 members of the institute together may submit an alternative nomination within one month from the date of circulation of the Council's nomination.

### 3.2 *Election of representatives on the Council from the members of the Institute*

3.2.1 According to subsection 2.3 of section 2 of Regulations, three representatives shall be elected to the Council from amongst members who are not employees of the Institute. Any ten members together may submit a nomination by the date to be announced by the Election Officer.

### 3.3 *Election of Chairman*

3.3.1 The newly constituted Council, at its first meeting to be presided over by the president or his nominee shall elect by simple majority an eminent person as Chairman from among the names proposed by the president or members of the Council. If the nominee of the President is also unable to attend, the members present shall elect one amongst them to preside over the meeting.

### 3.4 *Election of two representatives of the employees of the Institute on the Council*

3.4.1 According to Regulation 5.3.5, the Council shall have one representative from scientific workers in the Library, Documentation and information Sciences Division or the Computer and Statistical Services Centre or scientific workers below the rank of an Associate Professor or equivalent in other scientific Divisions.

3.4.2 Not less than 20 persons belonging to each of the groups as at 3.4.1 shall nominate a representative for the corresponding group at least one month before the Annual General meeting.

3.5 *Prior consent and withdrawals*

3.5.1 For each of nominations for positions mentioned in Bye-laws 3.1,3.2,3.3 and 3.4, prior consent of the nominees must be obtained before formally submitting the nominations. Fortnight's time would be available for withdrawal of nomination.

3.6 *Procedure*

3.6.1 Both for receiving nominations for the election of President, the three representatives of the general body of members to the Council and the two representatives of the employees of the institute to the Council, and for conducting the elections, the Council shall appoint one of the officers of the institute as Election Officer whenever necessary.

3.6.2 The procedural details for the conduct of the election shall be as laid down by the Council.

3.6.3 The Council shall appoint two scrutineers for counting the votes in cases where voting by ballot is necessary and would decide about other details as and when necessary by specific resolution. The results of voting will be declared at the annual general meeting by the Election Officer.

3.7 *Eligibility*

3.7.1 For the purpose of elections according to subsections 3.1 and 3.2 above, only such members are eligible to participate as have been members for at least twelve months prior to the date of election and are not in arrears in terms of subsections 3.1 of section 3 of Regulations on 31 January of the calendar year or a later date as may be announced by the Election officer.

3.7.2 A worker shall not be eligible for election/selection/appointment as a representative of employees on the Council or as a professor-in-Charge, Head, SQC & OR or Dean of Studies or as a representative of the DCSW on the Academic Council, if he is due to retire on superannuation before the expiry of the stipulated term of his office, had he been so elected/selected /appointed.

4. BRANCHES

4.1 With the approval of the Council of the Institute, a Branch of the Institute may be formed in a particular area provided it is so desired by not less that 20 members (individual or institutional) of the institute resident in or attached to that area.

4.2 A branch may admit a person as Associate Member (who is not a member of the Institute) of the Branch provided he is at least a graduate or a technical diploma holder or is engaged in professional statistical work.

4.3 A Branch shall be under the management of an Executive Committee consisting of not more than twelve members, of whom three-fourths, including a Chairman and a Secretary, shall be elected by the members of the Branch and the rest co-opted.

4.4 In case there are working units of the Institute where a Branch is located, the Executive Committee shall have a Programme Committee consisting of two members nominated by the Executive Committee and two nominated by the Director of the Institute from officers of the Institute working in the same area. The programmes adopted by the Executive Committee shall be communicated to the Director.

4.5 Out of the annual subscription collected from each member (individual or institutional) attached to the Branch Rs.35/- will be credited to the Headquarters.

In respect of life members Rs. 20/- per annum will be credited to the Branch.

4.6 Subject to such principles as may be laid down by the Council from time to time, each Branch may raise such other funds as it may think desirable, but all such funds shall be incorporated in the accounts of the Branch. The Council may allocate such funds for the activities of a Branch as it may think proper. One representative of the Branch shall be invited to attend the meeting of the Council where this allocation is discussed.

4.7 An annual report of the Branch shall be prepared and forwarded to the Director for incorporation in the annual report of the Institute.

4.8 The account of each Branch shall be audited every year by chartered accountants appointed by the Branch, and the audited statement of accounts approved by the general body of the Branch shall be submitted to the Director.

4.9 The decision of the Council shall be binding upon each Branch in all matters not specifically left to the discretion of the Branch, and such decisions shall be taken after obtaining the views of the Branch concerned.

4.10 The existing Branches shall henceforth be governed by the above Bye-laws.

## 5. HEAD OF A CENTRE

5.1 The Director shall appoint the Head of a Centre from amongst scientists of the level of professor and above either working in the Institute or being appointed to such a faculty position by the Institute.

5.2 The appointment shall be made by the Director on the basis of a recommendation made by a committee consisting of the Chairman, the Director and one outside expert approved by the Council.

5.3 The Head of Centre shall be appointed for a period of four years. He shall be the Chief Executive Officer of the Centre, and be responsible to Director for all scientific and administrative activities of the Centre.

5.4 The manner in which the Head of a Centre should function would be spelt out in future by the Director, keeping in view the rules and practices and also decisions obtaining in the Institute as a whole.

## 6. FILLING UP OF VACANCIES IN THE COUNCIL

6.1 In respect of clause 5.3.2 of the Regulations regarding membership of the Council, in case there is a casual or other form of vacancy arising out of the member's absence at three consecutive meetings of the Council, the question of filling up the vacancy shall be left to the concerned Ministry of the Government of India or the Reserve Bank of India as the case may be.

6.2 In respect of clause 5.3.3 of the Regulations, a vacancy would be deemed to have arisen if a member is absent at three consecutive meetings of the Council.

6.2.1 In respect of such vacancy, the nominating organisation shall be informed of the vacancy and be requested to make a fresh nomination in place of the absentee member.

6.2.2 In respect of co-opted members, the Council would make fresh nominations in respect of a co-opted member absenting himself for three consecutive meetings.

6.3 In respect of clause 5.3.4 of the Regulations, a vacancy would be deemed to have arisen if the elected representative is absent for three consecutive meetings of the Council or the member resigns, dies or is otherwise disabled to attend meetings. If the vacancy so caused is for a period of one year or more within the term of the expiry of the membership of the elected representative, fresh election shall be held to fill up the vacancy of the member in the manner and in terms of the relevant Regulations or bye-laws of the Memorandum of Association.

6.4 In respect of clause 5.3.5 of the Regulations, the same procedure as is applicable to fill the vacancy of the elected representative of the Institute members as per clause 5.3.4 of Regulations above shall be followed to fill the vacancy of any member of this category in the Council.

6.5 In respect of clause 5.3.6 of the Regulations, a vacancy shall be deemed to have arisen in the position of the Director, if the Director is rendered disabled to discharge the functions assigned to him or dies or resigns his position from the Institute.

6.5.1 The vacancy so arising shall be filled up by the Council on the recommendation of the Selection Committee duly constituted in accordance with the relevant by-laws. Pending the appointment of a Director, the Council shall fill up the vacancy temporarily for a period not exceeding six months.

6.5.2 In the case of a temporary absence of the Director for a period not exceeding four months, the officiating arrangement shall be made by the Director himself. Officiating arrangements beyond this period shall be made by the Council.

6.5.3 Notwithstanding anything contained in Bye-law 6.5.1 above, the Chairman, in the case of an emergency, shall appoint an Officiating Director from amongst Professors or Scientists of equivalent ranks, and above, in the Institute, for a period not exceeding 6 months. This appointment shall be reported to the Council within a month.

6.6 In respect of clause 5.3.6 of Regulations, a vacancy shall be deemed to have arisen in respect of any of the positions of Professor-in-Charge, Head, SQC & OR, Head of a Centre and Dean of Studies, if the member is away from his headquarters for a year or more within the term of his position or otherwise disabled to function on account of resignation, death or for other reasons.

6.6.1 The procedure for filling up such vacancies shall be in accordance with the relevant regulations, rules and bye-laws of the Memorandum of Association of the Institute. However, pending filling up of such vacancies as provided, the Director shall make officiating arrangements which should be reported at the next meeting of the Council.

6.6.2 The original incumbent covered in para 6.6 shall not, as per Regulations, be eligible for reappointment for a consecutive next term but the incumbent who fills in the vacancy shall be eligible.

6.6.3 If the duration of absence of a Professor-in-Charge, Head, SQC & OR, Head of a Centre or Dean of Studies is for less than a year within the term of his position, the Director of the Institute shall make officiating appointments to fill up such vacancies for the terms of absence of the member from among the eligible scientists of the Institute and such action of the Director shall be reported to the Council for ratification.

## 7. APPRAISAL OF PROJECT PROPOSALS

7.1 The joint meeting of the Divisional Committee of Scientific Workers (DCSW) and the Technical Advisory Committee (TAC) of each Division, as per subsection 10.1 of section 10 of Regulations, will be followed by a meeting only of the TAC Members, at which meeting, decisions shall be taken on the project proposals. In case the TAC Members reject a project proposal or desire it to be modified, the reasons for such a decision shall be communicated at a joint DCSW-TAC meeting, where the concerned scientist shall have a chance to defend his proposal.

## 8. POLICY PLANNING AND EVALUATION COMMITTEE

8.1 The Policy Planning and Evaluation Committee (PPEC) in terms of subsection 12.1 of Regulations, shall consist of the Chairman of the Council, who shall be its Chairman, the Director, who shall be the Vice-Chairman, DG, CSO, FA, Department of Statistics, five eminent scientists from outside the Institute and three scientists of repute from different Divisions of whom at least one should be outside the Headquarters, who will initially hold membership for one year but will be eligible for renomination when their positions fall vacant after one year. Additional experts from

inside and outside the Institute may be invited to attend a meeting if the Committee feels their expertise is needed at that meeting. Its goal will be to identify from time to time focal themes of research and to formulate concrete interdisciplinary proposals for major research projects pertaining to these themes. The projects should be such as to bring out the full potential of the Institute, drawing on all or some of the disciplines in which the institute is specially strong. The progress of these projects will be evaluated once a year jointly by the Director and the external members of the Committee. The report of the Committee should be placed before the Council once a year.

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