

RULES AND REGULATIONS OF SOCIETY FOR RADIATION RESEARCH (SRR)

1. DEFINITION

The word “Society” where ever mentioned means “**SOCIETY FOR RADIATION RESEARCH (SRR)**”

2. OFFICE ADDRESS

Advanced Centre for Radiation Oncology, Dr. Balabhai Nanavati Hospital, Vile Parle (W), Mumbai – 400056

3. OBJECTIVES OF TRUST

- a. To promote research in the areas of (a) radiation biology with basic and applied aspects; (b) clinical radiation biology and oncology; (c) radiation hormesis and low dose radiation biology; (d) environmental radiation biology, non-ionizing radiation effects; (e) radiation medicine, radiation technologies; (f) translational research; (g) terrestrial and space radiation biology and (h) any other relevant research areas.
- b. To facilitate integration and interaction of different radiation research areas.
- c. To promote the diffusion of knowledge in these research areas through organizing meetings, conferences, workshops, awareness programs, scientific publications etc.
- d. Promote discussion, interactions amongst scientist-public-industry and acting as liaison to communicate facts and research developments to public, government and regulatory bodies.
- e. Integration of Society with other National and International Scientific Bodies.
- f. Facilitate and promote research in areas of radiation research by various means. Encourage and promote young researchers and students to pursue research and build career in the areas of radiation research
- g. Promote and facilitate education of radiation research in national Institutes and Universities.

4. JURISDICTION

The jurisdiction of the Society shall be at all over India.

5. FINANCIAL YEAR

The financial year of the Society shall be from 1st April to 31st March of every year

6. MEMBERSHIP

The membership of the Society is open to all persons and who agree with the aims and objectives of the Society. They shall have to abide by Rules and Regulation of the said Society. Membership will be allowed after consideration and approval of the Governing Council and payment of membership fee decided by Governing Council. Governing Council keeps the right to reject any application for membership with the provision of specific reason.

7. TYPES OF MEMBERSHIP

The membership of the Society shall consist of Life Members or fixed term Members. Categories of Members will be Full Members, Associate Members, Student Member, Emeritus Members, Overseas Members, Corporate Members, Institutional Members and Honorary Members. Each category of Members has to pay Membership fee decided by Governing Council.

The eligibility criteria, rights and privileges of Members are as following:

- (a) **Full Members:** There shall be full membership for Indian Nationals who have contributed significantly in the area of radiation research and/or allied sciences and have substantial peer-reviewed research publications (minimum cumulative impact factor: 10 or 5 international Journals) in the research areas related to radiation research or Ph.D. qualification in the research areas related to radiation and/or cancer research/and or allied sciences or substantial clinical experience with at least M.D./M.S./or equivalent degree. The fulfillment of these qualifications shall be determined by examination of the membership application and information provided by the applicant. Applicants for full membership in the Society must be nominated by two Full/Emeritus members of the Society except for founder Full Members. Full Members will be Life Members. The rights and privileges of Full Members will include voting, holding office in Governing Council and Working Committees, subscribing to the publications of the Society and participating in scientific meetings/conferences/workshops etc. at rates as decided by Governing Council. Full Members with minimum 15 years of Full Membership who have retired from his/her own institution or reached age of 70 years (with minimum 10 years of Full Membership) and do not hold any position in any Institution, is exempted to pay fee for any scientific events of the Society. He/she has all the rights and privileges of Full Members except contesting for any position in Governing Council.
- (b) **Emeritus Members:** Full Member with minimum 15 years of Full Membership, reached 70 years and contributed significantly to Society may be nominated by Governing Council as Emeritus Member. He/she will have all the rights and privileges of Full Members except contesting for any position in Governing Council and would be exempted from paying fee for scientific events of the Society. Emeritus Members will be Life Members.
- (c) **Overseas Members:** Scientists/researchers of non-Indian nationality fulfilling the requirements of Full Members will be Overseas Members of Society. He/she will have all rights and privileges of Full Members except holding a position in Governing Council. Applicants for Overseas membership in the Society must be nominated by two Full/Emeritus members of the Society. Overseas Members will be Life Members.
- (d) **Associate Members:** Applicants that do not meet the requirements for full membership or another membership category, but whose interests and endeavors are otherwise oriented with the objectives of the Society, shall be Associate

Members of the Society. The fulfillment of these qualifications shall be determined by examination of the membership application and the research publications of the applicant. Applicants for associate membership in the Society must be nominated by two Full/Emeritus/Overseas members of the Society. Associate Members have all privileges of Full Members except voting or holding position in Governing Council. Associate Members will be Life Members.

- (e) **Student Member:** Students working/interested in area of radiation research will be student Member limited to five years from time of paying student membership fee, extendable at intervals of five years. Students acquiring any scientific position will no longer be considered for student membership. The fulfillment of these qualifications shall be determined by examination of the membership application. Applicants for Student membership must be nominated by two Full/Emeritus/Associate Members of the Society and should produce certificate from Head of Institution/Guide. Student Member has all the privileges of Full Members except voting or holding post in Governing Council. Student Members will be eligible for student travel award and other student privileges decided by Governing Council.
- (f) **Honorary Members:** Honorary members will be the outstanding scientists in the field, either from India or abroad, who will be nominated unanimously by the Governing Council and will be offered membership for life. They shall have the same rights as Full members except right to vote and to be elected to the Governing Council. They shall be exempted from paying Membership Fee and registration fee at the scientific events organized by the Society.
- (g) **Corporate Members:** Any corporation or business interested in the goals and mission of the Society may join as Corporate Member. The term of corporate members will be for five years, which may be extended after paying a fee decided by Governing Council. Applicants for corporate membership must be nominated by two Full/Emeritus Members of the Society. Corporate Members will not have right to vote or hold post in Governing Council. Corporate Members will nominate their representatives for participation and their exhibition during events of Society at reduced rates. They will add their advertisement in publications/web page of Society at reduced rate. The reduced rate and number of representatives will be decided by Governing Council.
- (h) **Institutional Members:** Academic Departments or Institutes may join as Institutional Members. The term of Institutional members will be for five years, which may be extended after paying a fee decided by Governing Council. Institutional Members will not have right to vote or hold office in Governing Council of the Society. An Institutional Member may subscribe to the Society's publications only at the institutional rates decided by Governing Council. Institutional members will be allowed to sponsor five students as Student Member and two faculties as Associate Member from their institution for membership of the Society without additional Membership fee. The Membership

period of these Members will be till the term of Institutional Membership or till tenure of such member in the institute whichever is earlier.

Age calculation for Membership: Age as on April 1 of that particular year will be considered and if required Member has to submit valid proof of age.

Governing Council will decide addition/deletion of any Membership category, revision of their privileges and term deemed necessary with approval of two-third majority of General Body Meeting.

8. MEMBERSHIP FEE AND MEMBERSHIP PROCEDURE: Full/Emeritus Membership: Rs. 3000=00, Associate Membership: Rs. 1500=00, Student Member: Rs. 500=00, Corporate Membership: Rs. 30000=00, Institutional Membership: Rs. 20000=00. Deemed necessary, membership fee for each category of Members will be revised by Governing Council with approval of General Body with simple majority during General Body Meeting.

All categories of Membership applications (without Membership fee) will be received by Secretary, who will submit the same to Governing Council for discussion and approval (either by post or electronically). After Governing Council approval, Membership fee will be collected and deposited in Society Bank Account by Treasurer, who will issue the receipt for the payment. Secretary will issue Membership Number and Membership Card after confirmation of receipt of payment. Membership fee will be paid either electronically to Society Account or through crossed demand draft and Cheque. No cash payments will be received for Membership fee.

The process of nominated Members like Emeritus and Honorary Member will be initiated and completed by President in consultation with Governing Council. Secretary will issue Membership Number and Membership Card to those Members.

All members will be responsible to update their postal, email and other contact details time to time through written communication to Secretary. All communication from Society to Members will be on final address and email only.

6. MANAGEMENT COMMITTEE

(a) The affairs of the Society shall be conducted by its members through their elected Governing Council and Working Committees appointed by Governing Council. Governing Council will be responsible for General Body. Governing Council shall meet once a year and quorum for Governing Council meeting will be 8 (eight). The decision/function of Governing Council will be either consensus or by simple majority of Governing Council Members, in case of any tie, President's vote will be decisive.

(b) The Governing Council shall consist of elected Members comprising of one President, one Vice-President, one Secretary, one Treasurer and nine councilors from research areas of biology (four), medicine (two), chemistry (one), interdisciplinary (one) and physics (one). Immediate Past President (ex-officio) and Editors-in-Chief of major scientific journal will be non-elected Members of Governing Council without voting right. Convener of various Working Committees

will be Councilors of Governing Council, which will be decided by President in consultation with Vice President.

Editors-in-Chief of major scientific publication of Society will be nominated by Governing Council after inviting necessary applications.

The term of elected Governing Council members will be for two financial years.

There shall be maximum of thirteen or minimum of seven members elected to the Governing Council of the Society.

(c) In the event where any seat of office bearer of Governing Council is vacated/vacant or in long term absence of any office bearer, the Governing Council shall appoint a elected Councilor of Governing Council to serve until the next election is held or till absence period.

(d) Members of the Governing Council will be eligible for election to the same post for only two consecutive terms and not for any post for more than two consecutive terms. President will not be eligible for contesting election for any post in Governing Council for two consecutive terms.

(e) Working Committees will be constituted by Governing Council, in which convener of each Working Committee will be one of the elected Councilor of Governing Council. The Working Committee will be constituted as per requirement decided by Governing Council. Working Committees will be responsible to report to Governing Council and take their approval wherever necessary. Working Committees will be appointed by the Governing Council with consensus or majority, whose term will be also for four years or till the term of Governing Council, whichever is earlier.

(f) Each Working Committee will have 3-5 Members, who will be any category of Member of Society. Members of Working Committee will be decided by Convener of Committee in consultation with Governing Council. The duties of Working Committees will be decided by Governing Council.

7. POWERS AND DUTIES OF MANAGEMENT COMMITTEE

(a) The President will Chair the GC meetings, General Body Meetings and look after academic and scientific activities of Society. In absence of President, Vice President will preside over the above mentioned Meetings of the Society. Vice President will assist President in academic activities of Society and will supervise the activities of Society performed by Secretary and Treasurer. Secretary will be responsible for receiving Membership applications, issuing Membership No. and conducting election (in the event of Election Officer is not involved in election process). Secretary will finalize the agenda of Governing Council and General Body Meeting in consultation with President and Vice President. Treasurer will keep records of payment received, issued receipts, audits of the Society account and present audited statement during General Body Meeting. Treasurer will submit audited statement to Registrar of Societies and any other authority as may be required as the law of time being in force, if any. The Treasurer shall dispose of the bills of payments as sanctioned by the Governing Council.

- (b) Any important papers related to Society shall be kept at the registered office and/or any other suitable place as per decision by Society.
- (c) President and Secretary will be legal representative of Society.
- (d) Each office bearer will perform his/her duties. If for some reason he/she is unable to perform his/her assigned duties, he/she should give written consent to perform his/her duties by any other member of the Society.

7. FINANCIAL MANAGEMENT

Society will have savings bank account in name of Society in any nationalized bank at city of registered office, which will be operated by either two out of President, Secretary and Treasurer. Membership fee will be used as corpus money as asset of Society. Interest out of this amount may be used for general purposes. The account will be audited at least once in two year and audited Report will be presented to General Body for discussion and approval during General Body Meeting. The payment received for special purposes will be used for that purpose only. Society will institute fellowships/awards/prizes for students and scientists, which will be decided by appropriate Committee designated by Governing Council. Sources of income of Society will be membership fee, donations in cash or in kind, grants/assistance from Government Agencies, bank interest and surplus money during scientific events.

8. GENERAL BODY AND GOVERNING COUNCIL MEETINGS

- (a) General Body will be constituted of Members with voting right. General Body of Society shall meet as a rule at least once every two years. Unless time and place of the meeting would have been set at the preceding meeting of the General Body, it shall be preferably held during Conference or major scientific event of the Society. The venue and agenda finalized by the Governing Council should be communicated to the valid members at least four weeks in advance either by post or electronically. The business of General Body Meeting shall be (i) to confirm the minutes of previous General Body Meeting; (ii) to read and approve previous years audited statements of income and expenditure; (iii) to approve the audited statements of income and expenditure of previous events; (iv) to elect the Governing Council for next term (where ever applicable), if election is not through ballot paper; (v) to appoint advocate/legal advisor/chartered accountant and fix their remuneration; (vi) ratify the membership of new Members; (vii) any other matter raised by any Member with voting right should be given in writing (post or electronic) to President/Secretary at least five days prior to General Body Meeting.
- (b) Governing Council shall meet at least once in a year at venue and time decided in consultation with Members of Governing Council. Web/electronic/tele-conference based meeting for Governing Council will be adopted if needed and decided by Governing Council. The notice for the meeting shall be sent at least two weeks in advance and agenda for the meeting will be drafted by the Secretary in consultation with President and Vice President, which shall be circulated to Members of Governing Council at least one week prior to the date of the meeting. In Governing Council meeting, in case of a tie, the President shall exercise the right to cast the deciding vote.
- (c) Minutes of General Body and Governing Council Meetings will be prepared by Secretary and within 15 days of meeting will be circulated to Members attending the Meeting by post or electronically for finalization. Final minutes of Governing Council Meetings will be circulated to General Body Members either by post or electronically.

- (d) At the General Body Meeting, questions of scientific or administrative nature shall be decided by a simple majority of votes of the members with voting right present and voting. In case of a tie, the President shall exercise the right to cast the deciding vote.
- (e) An extra ordinary General Body Meeting of Society may be convened by Governing Council in case of deemed emergency necessary upon a written request made by 2/3rd Members with voting right of Society to the President.

9. ELECTION OF MANAGING COMMITTEE

Except for the first Governing Council, Members of Governing Council shall be elected by simple majority of General Body Meeting. Till the number of Members with voting right reach to critical mass, General Body may elect Governing Council during General Body Meeting either by consensus or simple majority. Election of Governing Council can be changed to ballot paper (paper/electronic) mode by simple majority of General Body Meeting. Ballot paper, election will be conducted by secret ballot by an Election Officer appointed during General Body Meeting. Ballot paper will be sent to the eligible members with voting right either by mail or electronically. The election process, ballot, method of delivery and any modification shall be approved by the General Body. Election Officer shall be a Full Member of Society, but will not be contesting for election for Governing Council for that year. Election Officer will conduct the election as per rules and regulations in the constitution of Society existing at the time of General Body Meeting. List of Members with voting right at the time of General Body Meeting will be used for election procedure. For age calculation for election process, age as on April 1 of that particular year should be considered and if required Member has to submit valid proof of age.

- (a) Not less than 16 weeks before completion of term of Governing Council, Election Officer will communicate the list of Members with voting right through email or web page for any correction in their postal address and verification.
- (b) Not less than 14 weeks before the completion of term of Governing Council, the Election Officer shall send a request for nominations, specifying the vacancies in Governing Committee to each Member with voting right either by mail or electronically. Within 10 weeks before the completion of term of Governing Council, all nominations shall be received by the Election Officer. A person should be nominated and seconded each by a separate Member with voting right. A person will not contest for more than one post. Office bearers (President, Vice President, Secretary and Treasurer) of Governing council will be those who have an academic/scientific position in any Institution excluding those who are on honorary positions.
- (c) The names of valid nominees shall be communicated to the Members with voting right either by post or electronically. If election is required by paper ballot paper, the Election Officer will send the original ballot paper with serial number and signature to Members with voting right not less than ten weeks before the completion of term of Governing Council. Election officer will also send details like designation, address and brief bio-data of candidates either by mail or electronically to Members with voting right. Members will be elected based on simple majority and results should be declared before completion of term of Governing Council.

In event of web-mediated electronic voting, the election procedure will be discussed and finalized in General Body Meeting by two-third majority.

10. AMENDMENTS OF RULES AND REGULATIONS

(a) No part of this rules and regulations shall be amended or annulled except by formal proposal of an Amendment, followed by opportunity for discussion at General Body Meeting. Proposal of an Amendment may be made by a Member of the Governing Council or by petition to the President signed by at least five Members with voting right. The Secretary shall distribute (electronically or by post) the proposed Amendment to all Members of the Society with voting right no less than three weeks before next General Body Meeting. Adoption of a proposed Amendment shall require the affirmative votes of not less than two-thirds of the Members with voting right present and voting in General Body Meeting. No amendment of this rules and regulations can be made by any other way than discussion and voting during General Body Meeting.

(b) Change in name and objects of Society shall take place according to Section of 12 and 12-A of the Societies Registration Act, 1860.

11. TERMINATION OF MEMBERSHIP AND RESIGNATION

(a) Membership of any Member will be terminated in case of default in payment of dues and insanity.

(b) The General Body of the Society has the right to revoke the membership (without return of Membership fee) of any member who seriously violates the rules of the Society or jeopardizes objectives, professional/public misconduct/misdeed and serious violation of constitution of the Society. For termination of any elected Member of Governing Council (including any office bearer), at least 1/5th Full Members and/or 2/5th of other Members with voting right should submit a written petition. Such petition should get approval of General Body Meeting with two-third assertive majority. For termination of Membership of any Member, at least 10 Members with voting right should submit a written petition. Before termination of Membership, the aggrieved Member shall have opportunity for redressal by appealing to appellate authority. The appellate authority shall be constituted by Governing Council. Recommendation of appellate authority shall be binding to both parties subject to ratification by the General Body Meeting with two-third assertive majority of voting and present.

(c) Any Member may submit his/her resignation to President/Secretary on the basis of change of Nationality and research interest. Cases of resignation shall be submitted to General Body Meeting for discussion and approval with simple majority.

12. DISSOLUTION OF THE SOCIETY

1. In the event of the Society being dissolved for any reason, it shall be dissolved as per provisions laid down in Section 12 and 12A of the Societies Registration Act 1860.
2. In the event of dissolution of the Society for any reason, the surplus funds remaining after satisfaction of debts and liabilities shall not be distributed among members, but shall be paid or transferred to some other charitable institutions or institutions having aims similar to those of the Society. Such institution or institutions shall be determined by the members of the General Body at or before the time of dissolution.

CERTIFICATE

Certified to be true copy of the Rules and Regulation of the Society viz. “**SOCIETY FOR RADIATION RESEARCH (SRR)**” Mumbai 400 056

President

Secretary

Treasurer

Place: Mumbai

Date: