

**INDIAN SOCIETY
OF
AGRICULTURAL ENGINEERS (ISAE)**

**DRAFT CONSTITUTION, BYE-LAWS, RULES
AND MEMORANDUM OF ASSOCIATION
(Revised and updated)**

**(Registration No. 4027 dated 12 February 1969)
August 2022**



**Indian Society of Agricultural Engineers
G-4, A-Block (Ground Floor) National Agricultural Science Centre Complex
Dev Prakash Shastri Marg New Delhi - 110 012, INDIA
Website: www.isae.in
Email: info@isae.in, isae1960@gmail.com; Telephone: +91 11 2584 9003**

To be Printed in: November 2022

Citation:

ISAE (2022). Constitutions, bye-laws, rules and memorandum of associations (Revised and updated). Indian Society of Agricultural Engineers, New Delhi, pp.....

All rights reserved

© Indian Society of Agricultural Engineers, New Delhi.

This publication may be used/shared for non-commercial purposes, with proper attribution to the publisher

Production:

Gupta Press, New Delhi

Published by

Indian Society of Agricultural Engineers, G-4, A-Block (Ground Floor) National Agricultural Science Centre Complex, Dev Prakash Shastri Marg New Delhi - 110 012, INDIA

FOREWORD

The Indian Society of Agricultural Engineers (ISAE) established during 1960 has completed over six decades of successful journey with expanded membership base across the country and abroad. The peers of the society during sixties were visionary leaders, laid a strong foundation which was later strengthened from time to time. Agricultural Engineering has now been transformed to play a leadership role in agriculture development. The recent launch of new programs on sub-mission on mechanization, ministry of food processing industry, soil-water conservation program, micro-irrigation scheme, renewable energy mission and emphasis on precision/digital agriculture by Government of India across the country has created new opportunities for agricultural engineers. Some state Governments have already created a separate department of Agricultural Engineering and ISAE is pursuing with other states.

Agricultural engineers have to play a commanding role in development of new agriculture systems. ISAE has been closely interacting with various public and private agencies to promote the role of agricultural engineers in industry and development sector. Agricultural Engineering education is imparted through currently 39 colleges and is likely to expand. ISAE plays an active role not only at policy and planning level but also to promote industry-academia relations, improve education/research standards, create agricultural engineering extension system, develop partnerships with national/international professional bodies and create new avenues for agricultural engineers. The recent emphasis on growth contributing sectors of horticulture, livestock and fisheries extends a role of agricultural engineers. The pathway to precision and digital agriculture passes through engineering applications with latest soft technologies like Block Chain, IOT, Artificial Intelligence and Machine Learning which opens new opportunities for agricultural engineers.

ISAE will have to play a major role in emerging scenario to cope with future roles and responsibilities of agricultural engineers. In this context, ISAE Executive Committee decided to revisit its organization structure, governance, functions and operations to bring more clarity and transparency and appointed the 'ISAE Constitution Amendment Committee' to amend/revise existing provisions in constitution, byelaws and rules. The committee organized seven marathon meetings and deliberated on various clauses in constitution, byelaws and rules and submitted the updated constitution document to ISAE Executive committee for further processing.

I am grateful to Dr S N Jha, President, ISAE for giving me an opportunity to serve the society as Chairman, ISAE constitution amendment committee and for his valuable inputs to the committee. I profusely thank Dr D.M. Kadam, Vice President (Activity Council) and Dr P K Sahoo, Secretary General, ISAE for their untiring efforts in organizing meetings and revising draft documents. I appreciate all the committee members; Dr N.C. Patel, Dr D.C. Joshi, Dr NSL Srivastava, Dr Dipankar De, Shri Balchandra Babu, Dr Manoranjan Kumar, Er Rajiv Chaudhary and Dr Deben Baruah for their active participation and valuable interventions. My special thanks to Dr NSL Srivastava and Dr Dipankar De for critical review of the final draft document.

(V M Mayande)
Chairman,
ISAE Constitution Amendment Committee
& Past President, ISAE

(iii)

PREAMBLE

The Indian Society of Agricultural Engineers (ISAE) was formed in 1960 at the first Indian Institute of Technology at Kharagpur. It has over six decade of Glorious period in its lap and has served the country and fraternity with full sincerity and humility and the same was effectively felt by the whole nation during pandemic. The society has grown fabulously from initial seven members to about seven thousand with thirty-six chapters covering pan India to several overseas countries contributing in all spheres of engineering and technologies. The society has been recognized by several institutions, associations not only in country but has memorandum of understanding with several similar scientific associations. It is now effectively contributing not only to education and research but also has its presence felt in industries, public and private sectors.

The ISAE during its growths has seen numerous ups and downs and has adjusted itself though bringing various new rules and guidelines through several general body meetings and those were placed here and there.. The fast changing technologies, social fabrics and aspirations of young professionals, the agricultural engineering has also to change by taking quantum jump to become a self-sustained using strong, transparent and the same time an amenable constitution, byelaws and rules that were visioned and drafted by the duly constituted committee after more than seven meetings, individual sittings each of several hours and numerous discussions using all electronic media. The draft was circulated amongst the members through e-mails, putting on society websites and suggestions given by member were discussed by the committee and incorporated wherever committee felt correct in the final draft, that was approved in the executive committee, ISAE Council and the General body meeting (GBM) held on 06/08/2022,,, respectively. The Approved Revised and updated Constitutions, byelaws and rules by the GB anonymously resolved as below:

“We the members of the Indian Society of Agricultural Engineers (ISAE) having Solemnly re-resolved to re-constitute an ISAE into a **Professional and Transparent Society** and to provide **Opportunity** to all its members for professional **Growth**, sense of **Belongings**, **Services** to Nation towards food and nutritional security and provide better environment on earth to live with comfort, **Equality** of status and opportunity; and to promote among them all **FRATERNITY**, the Dignity of individual and the **Unity** of the Society”.

In our Constituent Annual General Body meeting this the 9th day of November 2022 do hereby adopt, enact and give ourselves this Revised and Updated Constitution, byelaws and rules to progress together and serve the society for betterment of the country in totality.

On behalf of ISAE members

S. N. Jha
President ISAE
Date:

CONTENTS

Sl. No.	Subject	Article No.	Article name	Page No.
			FOREWORD	(iii)
			PREAMBLE	(iv)
			Contents	(v)
1	Constitution	C1	Name and Governance	1
		C2	Mission	1
		C3	Membership	1
		C4	Operation and Management	1
		C5	Election	2
		C7	Dissolution of the Society	2
2	Bye-laws	B1	Purpose	3
		B2	Objectives	3
		B3	Organization	4
		B4	Election	4
		B5	Qualifications for Membership	6
		B6	Finance and Accounts	6
		B7	Meetings	6
		B8	Representation in other Bodies	6
		B9	Amendments	7
3	Rules	R0	Definition	8
		R1	Registered Office	8
		R2	Mission and Objectives	8
		R3	Membership	9
		R4	Advisory Committee	10
		R5	Honorary Fellow	10
		R6	Fellow	10
		R7	Admission and Severance	11
		R8	Membership and Admission fee	11
		R9	Privileges of Members	12
		R10	Duties of ISAE members	14
		R11	Office bearers	15
		R12	Technical Council	18
		R13	Activity Council	19
		R14	ISAE Awards	22
		R15	Editorial Board	31
		R16	Chapter	33
		R17	Executive Committee	35
		R18	ISAE council	36
		R19	Election	37
		R20	Meetings	39
		R21	Finance and account	40
		R22	Amendment	41
		R23	Desolation of Society	41
		R24	General	41
4	Memorandum of Association			42
	Annexures	I	ISAE Organogram	43
		II	Approved ISAE Chapters in 2022	44
		III	Executive Committee members (2021-24)	46
		IV	ISAE Council (2021-24)	47
		V	Constitution Amendment Committee	49

(vi)

CONSTITUTION

INDIAN SOCIETY OF AGRICULTURAL ENGINEERS (ISAE)

ARTICLE C1: NAME AND GOVERNANCE

- C1.1 The name of this Society is the “Indian Society of Agricultural Engineers (ISAE)”, hereafter referred to as the Society.
- C1.2 The Society is organized under the Societies Registration Act XXI of 1860 (Punjab Amendment Act, 1957) as extended to the Union Territory of Delhi, Registration Number: 4027 dated 12 February 1969.
- C1.3 The Society shall be governed by this Constitution, Bye-laws and Rules in harmony therewith with effect from **10-11-2022** (Revised and Updated Constitution, Bye-laws & Rules, 2022).

ARTICLE C2: MISSION

- C2.1 The mission of the Society is to promote sustainable development of Agricultural and Biological systems through Engineering and Technological interventions.

ARTICLE C3: MEMBERSHIP

- C3.1 The membership of the Society shall comprise five categories: (i) Student Membership, (ii) Annual Membership, (iii) Life Membership, (iv) Corporate Membership, and (v) Institutional Membership.
- C3.2 Qualifications for membership and fees thereof shall be as provided in the Society Bye-laws and Rules.

ARTICLE C4: OPERATION AND MANAGEMENT

The operation and management of the Society shall be looked after by the following four committees: i) ISAE General Body, ii) ISAE Council, iii) Executive Committee, and iv) Chapter Executive Body

- C4.1 ISAE General Body (GB) shall be the apex decision-making body comprising of all members on roll of the Society and having voting rights.
- C4.2 The ISAE Council (IC) shall: (1) monitor the activities of the Society, and (2) shall have the power to enact, amend, or repeal Bye-laws and Rules in harmony with the Constitution. Membership of the ISAE Council shall be as defined in the Bye-laws.
- C4.3 The Executive Committee (EC) shall conduct the affairs and business of the Society, and shall authorize the organization of professional and technical committees. The Executive Committee shall present the report of business affairs of the Society to the ISAE Council. Membership of the Executive Committee shall be as defined in the Bye-laws.

C4.4 The Geographic Units (Chapters) composed of members (as defined in Rules) in a defined area shall operate under the provisions of the Constitution, Bye-laws and Rules.

ARTICLE C5: ELECTION

C5.1 The ISAE Council shall establish the procedures to conduct an election with the approval of the General Body.

C5.2 The ISAE Council shall appoint a Central Election Committee (CEC) at least 5 months prior to completion of tenure of the present Executive Committee. The Office of the Secretary General shall provide the logistic support to the CEC. The members of the CEC shall not contest for any post. Election process shall be as described under the Bye-laws and Rules.

C5.3 Secretary General shall make available an updated list of eligible voters to the CEC within 2 months of its formation as described in the Bye-laws.

C5.4 Elected members shall take oath of office and start functioning as described under the Bye-laws.

ARTICLE C6: AMENDMENTS TO THE CONSTITUTION

C6.1 A member eligible to vote may propose an amendment to the Constitution, provided that it shall have the endorsement of at least ten members on roll with voting right. A proposal of amendment should be received by the Secretary General well in advance for placing before the Executive Committee for review, and shall also have the approval of the ISAE Council. Only those amendments reviewed by the Executive Committee and approved by the ISAE Council shall be included in the agenda of the subsequent meeting of the General Body.

C6.2 A proposed amendment would be considered to have been adopted when it is supported by at least two-third of the total votes cast by the eligible members present in a General Body meeting.

C6.3. Frequent amendment in Constitution, however, should be discouraged; and thus, not be taken up before five years of the last amendment.

ARTICLE C7: DISSOLUTION OF THE SOCIETY

C7.1 The Society shall be dissolved forthwith, or at the time agreed upon, if 90 % or more of its members on role are in favour of its dissolution. Thereafter, all necessary steps will be taken for disposal and settlement of all properties of the Society, its claims and liabilities, according to Rules of the Society applicable thereon. The members of the Society should, however, prefer to strengthen it by all possible means to make it a highly reputed Society.

BYE-LAWS

INDIAN SOCIETY OF AGRICULTURAL ENGINEERS (ISAE)

ARTICLE B1: PURPOSE

B1.1 These Bye-laws provide authority and direction for achieving mission of the Society as set forth in the Constitution.

ARTICLE B2: OBJECTIVES

B2.1 The objectives of the Society are to promote the science and art of modern engineering and technologies in agriculture, natural resources management, environment, energy, food and biological systems through various interventions.

The more specific objectives are:

- To encourage research, foster education and advance the engineering standard in agriculture;
- To provide consultancy and testing services; and develop standards for agricultural engineering sector, including present day developments;
- To promote the association of agricultural engineers with scientists and technologists of other disciplines, corporates, industries, line departments; Farmers Producer Organizations (FPO's) and start-ups, etc.;
- To coordinate with national and international organizations;
- To develop policy papers and briefs related to agricultural engineering and technology; and
- To publish technical bulletins/ reports/ success stories of development, introduction and adoption of new agricultural engineering technologies and their overall impact.

B2.2 Establishment of mutually beneficial cooperation and working relationship with professional societies in India and abroad.

B2.3 Sponsoring or holding scientific symposia, meetings, conferences, institute-industry interfaces, and to provide forums for presenting and discussing issues on education, research, technology development and transfer related to the engineering profession in India and abroad.

B2.4 Publishing research, development, education and industry related materials in documents and periodicals of the Society.

B2.5 The Society may adopt/endorse any technical report, standard, code, formula and brand for betterment of business related to objectives of the Society; and shall forbid the use of its name, emblem or initial to indicate official or implied approval of any commercial work or business, except to indicate any conformity with its standards or recommended practices.

B2.6 The Society shall encourage professional development and sense of belongings of its members.

ARTICLE B3: ORGANIZATION

B3.1 GENERAL BODY: The General Body Assembly shall be the authoritative governing body of the Society. It shall comprise of all active members of ISAE on roll, who have voting rights. There shall be two types of General Body Assembly: (i) Annual General Body Meeting (AGM), and (ii) Special General Body Meeting (GBM).

B3.2 ISAE COUNCIL: The ISAE Council shall consist of the members of the Executive Committee, Directors, Chairpersons of Chapter, and 3 co-opted members from stakeholders nominated by the President.

B3.3 EXECUTIVE COMMITTEE: The Executive Committee shall consist of:

- 1) President
- 2) Immediate Past President
- 3) Vice President (Technical Council)
- 4) Vice President (Activity Council)
- 5) Secretary General
- 6) Editor-in-Chiefs (JAE, AET, E-Newsletter)
- 7) Treasurer*
- 8) Secretary-1#
- 9) Secretary-2#

* Treasurer shall be nominated (with his/ her consent) by a newly elected Executive Committee in its first meeting amongst the Life members of the Society residing in the NCR region of Delhi for a term coinciding with the term of the EC.

Secretary-1 shall be nominated (with his / her consent) by a newly elected Executive Committee in its first meeting amongst the Life members of the Society residing in the NCR region of Delhi; and Secretary-2 shall be nominated (with his/ her consent) by the President to assist him, if necessary; for a term coinciding with the term of the EC. Secretary-1 and Secretary-2 shall participate, without voting rights, in all meetings of the EC.

B3.4 Technical or any other Committee shall be formed by the Executive Committee as necessary for professional activities.

ARTICLE B4: ELECTION

B4.1 An Election shall be held for the following positions:

- 1) President
- 2) Vice President (Technical Council)
- 3) Vice President (Activity Council)
- 4) Secretary General*
- 5) Director (Farm Machinery and Power)
- 6) Director (Soil and Water Engineering)
- 7) Director (Agricultural Structures & Process Engineering)
- 8) Director (Energy, Bio-engineering)
- 9) Director (Industry, Start-up and Entrepreneurship)**

- 10) Director (Gender Issue)***
- 11) Director (Membership and Public Relations)
- 12) Director (Education, Research, Extension)
- 13) Director (Awards and Placement)
- 14) Director (State Services)
- 15) Director (E-Services)*
- 16) Director (International Co-operation)#

Note: *Reserved for Life members of the Society residing in the National Capital Region (NCR) of Delhi.

** Reserved for Life members associated with industry, or Corporate members

*** Reserved for women Life members only.

#Reserved for Life members residing abroad. If there is no candidate for an election, the EC shall identify and nominate a suitable candidate (with his / her consent).

- B4.2 The eligibility for the different positions shall be as described under the Rules. The term of elected members shall be for 3 years effective from 1st April and ending on 31st March. An elected member shall be eligible for contesting the same position only for two consecutive terms. A nominated/co-opted member of the EC / ISAE Council shall be eligible for the same position for maximum of two consecutive terms.
- B4.3 To conduct an election, the ISAE Council shall appoint a Central Election Committee (CEC) at least 5 months prior to completion of present tenure of the Executive Committee. The CEC shall constitute of a Chairperson and 2 members chosen among the Life members of the Society. The members of the CEC shall not contest for any post in that election. However, they shall exercise their right to vote. The Executive Committee shall make adequate financial resources to conduct free and fair election. The Office of the Secretary General shall provide necessary logistic support to the CEC.
- B4.4 Election process shall be completed by 28th February during the election year, and the results shall be communicated to the Executive Committee; posted on the ISAE website, and communicated to elected members by the CEC Chairperson. Election process shall be as described under the Rules.
- B4.5 Any vacancy, except that of the President, arising at any time during tenure of the Executive Committee, ISAE Council or a Chapter Executive Body; or any other position remaining vacant due to non-availability of candidate for election shall be filled at the earliest through nomination by the President with the approval of Executive Committee.
- B4.6 All ISAE Chapters shall complete their election process by 31st July of the election year. Each Chapter Executive Body (CEB) shall appoint an Election Committee of Chapter (ECC) amongst the Life members of the Chapter at least four months before expiry of tenure of the present Chapter Executive Body (CEB). The results of a Chapter election shall be communicated to the Secretary General, ISAE by the 10th August of the election year. The tenure of an elected Chapter Executive Body shall be 3 years (from 1st September to 31st August). The Chapter election process shall be as described under the Rules.

B4.7 The office bearers of a Chapter Executive Body (CEB) shall be as follows:

- | | | | |
|-----|-------------------------------|---|------|
| (a) | Chairperson | : | One |
| (b) | Vice-Chairperson (Technical) | : | One |
| (c) | Vice-Chairperson (Activity) | : | One |
| (d) | Secretary | : | One |
| (e) | Joint Secretary-cum-Treasurer | : | One |
| (f) | Councillor | : | Four |
| (g) | Student representative | : | Two* |

*One male and one female student be co-opted (without voting right) by the Executive Body in its first meeting after election.

B 4.8 Election process shall be as described under the Rules.

ARTICLE B5: QUALIFICATIONS FOR MEMBERSHIP

B5.1 Qualifications for admission and fees for various classes of membership shall be as described under the Rules.

B5.2 Severance and re-admission of a member shall be governed by the Rules.

ARTICLE B6: FINANCE AND EXPENDITURE

B6.1 All kinds of financial transactions and expenditure shall be governed by the Rules.

ARTICLE B7: MEETINGS

B7.1 Annual General Body Meeting (AGM), Special General Body Meeting (GBM), Executive Committee meeting, ISAE Council meeting, Chapter Executive Body meeting, a meeting of a Technical/ Other Committee appointed by the President/Executive Committee/Chairperson of Chapter shall be considered as meetings of the Society. All meetings shall be convened as described under the Rules.

ARTICLE B8: REPRESENTATION IN OTHER BODIES

B8.1 The Executive Committee shall have the authority to nominate representative(s) of the Society to serve on committee(s) of other professionally relevant bodies, and to suitably brief such committee(s). The representatives shall report to the Executive Committee on the business transacted during such meetings of the other bodies/associations/agencies.

B8.2 A Chapter Executive Body shall have the authority to nominate a member of the Society to represent it in professionally relevant State organisation(s) / Committee(s). The representatives shall report to the Chapter Executive Body (CEB) on the business transacted during such meetings, and CEB shall communicate the same to the ISAE Executive Committee.

ARTICLE B9: AMENDMENTS

B9.1A member eligible to vote may propose an amendment to the Bye-Laws, provided that it shall have the endorsement of at least ten members on roll with voting rights. An amendment proposal shall be submitted to the Secretary General well in advance for review by the Executive Committee. Only those amendment proposals reviewed by the Executive Committee, and approved by the ISAE Council shall be included in the agenda of a subsequent AGM / GBM.

B9.2 The adoption of a proposed amendment in Bye-laws shall require a simple majority of the total votes casted by the eligible members present in a AGM / GBM.

Frequent Amendment in a By-law, however, should be discouraged; and thus, normally not be taken up before five years of its last amendment.

RULES

INDIAN SOCIETY OF AGRICULTURAL ENGINEERS (ISAE)

ARTICLE R0: DEFINITION

R0.1 For the interpretation of these presents, the following words and expressions shall have the meanings hereinafter stated unless it is inconsistent with the objective of the context:

- (a) These presents mean and include the Memorandum of Association, the Constitution, the Bye-laws and the Rules of the Society as may be in force from time to time.
- (b) “Society” means Indian Society of Agricultural Engineers (ISAE).
- (c) “Office” means the registered office of the Society.
- (d) “Member” means a member of any category of membership of the Society.
- (e) “Body” means any professional Society, Institution, Department, Organisation, Corporation, Association, Industrial or Commercial establishment involved, participating or interested in agricultural, food, rural or biological engineering activities.
- (f) “Division” means a Division in the Activity or Technical Council.
- (g) “Chapter” means a duly constituted Chapter of the Society at any location.
- (h) “ISAE Council” means the ISAE Council.
- (i) “Annual subscription” means subscription for one year.
- (j) A word imparting only the singular number includes plural, and *vice versa*.
- (k) A word imparting only the masculine gender includes the feminine gender.

ARTICLE R1: REGISTERED OFFICE

R1.1 The Registered Office of the Society shall be in New Delhi and, until otherwise determined, shall be situated at G-4, National Societies Block (Ground floor), National Agricultural Science Centre Complex, Dev Prakash Shastri Marg, New Delhi -110 012.

R1.2 Each Chapter shall have its office at location approved by the ISAE Council.

ARTICLE R2: MISSION AND OBJECTIVES

R2.1 The mission and objectives of the Society shall be as stated in the Constitution and Bye-laws of the Society.

ARTICLE R3: MEMBERSHIP

R3.1 Membership of the Society shall be open to such individuals without distinction of sex, race, colour, caste, religions, state or nationality, and to such bodies who/which subscribe to the mission and objectives of the Society.

R3.2 The membership of the Society shall comprise of five categories: (i) Student membership, (ii) Annual membership, (iii) Life membership, (iv) Corporate membership, and (v) Institutional membership.

- (i) **Student Member:** A student undergoing a course of study (degree or diploma or Certificate Course) in Agricultural Engineering or related subjects is eligible for Student membership after paying admission and membership fee as prescribed from time to time. This category of membership shall have the prefix 'SM' with the membership number. A Student member shall be entitled to the rights and privileges of a member as hereinafter prescribed, except the right to vote and the right to hold an office. Student membership shall not extend beyond six months after termination/ completion of undergraduate studies in an educational institution. A Student member shall be eligible to become an Annual member / Undergraduate life member within six months of successful completion of the course being pursued and satisfying the eligibility criteria of Annual member / Life member by submitting an application and paying requisite membership fee (without admission fee).
- (ii) **Annual Member:** An undergraduate degree/ or Diploma holder in Agricultural Engineering or any other discipline/ Science contributing towards aims and objectives of the Society may be enrolled as Annual member by paying admission and annual membership fee prescribed from time to time. Annual membership shall be renewed on payment of the membership fee applicable at the time of renewal. This category of membership shall have the prefix 'AM' with the membership number. A member shall be entitled to the rights and privileges of a member as hereinafter prescribed, except the right to hold an office.
- (iii) **Life Member:** Undergraduate and above degree or Diploma holders in Agricultural Engineering or any other discipline/ science contributing towards the aims and objectives of the society shall be enrolled as Life Member by paying one-time fee as prescribed from time to time. This category of membership shall have the prefix 'LM' with the membership number. A Life member shall be entitled to the rights and privileges of a member as hereinafter prescribed.
- (iv) **Corporate Member:** A registered Company/ Corporate/ Industry/FPO pursuing engineering activities related to agricultural and allied fields is eligible for Corporate membership by paying a lump sum amount of admission and membership fee prescribed from time to time. This category of membership shall have the prefix 'CM' with the membership number. A Corporate member shall nominate one representative, who shall be entitled to the rights and privileges of a member as hereinafter prescribed.
- (v) **Institutional Member:** An Institution engaged in award of engineering degree/ diploma and/or training/research activity related to Agricultural Engineering and allied fields is eligible for Institutional membership by paying a lump sum amount of admission and membership fee prescribed from time to time. This category of membership shall have the prefix 'IM' with the membership number. An Institutional member shall nominate one representative, who shall be entitled to the rights and privileges of a member as hereinafter prescribed.

R3.3A member on roll; except Student / Corporate/ Institutional (Body) member, shall be entitled to use, after their name, the abbreviated designation as follows:

- | | |
|-------------------|--------|
| (a) Annual Member | MISAE |
| (b) Life Member | LMISAE |

ARTICLE R4: ADVISORY COMMITTEE

R4.1 The Society may appoint an Advisory Committee, nominated by the President and approved by the Executive Committee, to derive benefits from the experiences of senior members from different sectors for furthering its cause. The Executive Committee shall decide the composition and members of the Advisory Committee. The maximum term of the Advisory Committee shall be co-terminus with the tenure of the Executive Committee appointing it. The President of the Society shall be Chairman of the Committee. The Secretary General of the Society shall be the Member Secretary of the Committee, and shall maintain proceedings of the meetings of the Advisory Committee. All members of the ISAE Council may participate in the meetings of the Advisory Committee in online/offline mode.

R4.2 There should be at least one meeting of the Advisory Committee in a year, preferably in virtual mode. The agenda of a meeting of the Committee shall comprise of all issues pertaining to the Society, including policy, growth, technical, activity, global trends, operation and any other issues; and shall be circulated well in advance to the members.

ARTICLE R5: HONORARY FELLOW

R5.1 Any person who, in the opinion of the Executive Committee, has attained a position of eminence and has been helping the cause of engineering in agriculture or allied fields shall be invited by the President to become an Honorary Fellow.

R5.2 An Honorary Fellow of the Society shall have the rights and privileges of a member as hereinafter prescribed, except the right to vote and the right to hold an office. He/she shall be exempt from payment of any dues or membership fee to the Society.

ARTICLE R6: FELLOW

R6.1 A Fellow shall be a member of exceptional professional distinction, with outstanding and extraordinary qualifications and experience in, or related to, the aims and objectives of the Society. A nominee for Fellow shall have at least 15 years of Life membership. The designation of "Fellow" shall have honorary status, to which members of distinction may be elected, but for which they may not apply. Nomination for Fellowship shall be made by two Fellows/Gold medallists of the Society. A screening committee appointed by the Executive Committee shall examine the nominations and submit its recommendations for awarding the fellowship to the Executive Committee. A selected Fellow awardee shall be required to pay a one-time amount of ₹ 5,000/- (rupees five thousand only) as fellowship fee to the Society before award of the Fellowship to him/her. A Fellow shall be entitled to use an abbreviation 'FISAE' after his/ her name. A Fellow who has superannuated from regular service, and is also not re-employed in any organization, shall be exempted from payment of Registration

fees for attending Annual Convention / Symposia / Seminar and other meetings organized by the Society. However, Fellows who are employed shall pay the Registration fee on such occasions.

ARTICLE R7: ADMISSION AND SEVERANCE

R7.1 Application for admission to the membership of the Society can be submitted through any of ISAE Chapter or directly to the Society Head quarter. Every member of the Society shall be associated with the nearest Chapter with his/her consent in off or online mode through the society website. The enrolment with a Chapter can be subsequently transferred to another Chapter in the event of his/ her change in location through a request made to the concerned Chapter. The Society office at New Delhi may be informed through email or incorporating necessary change in his / her profile on the ISAE website.

R7.2 The date of commencement of membership shall be the date of acceptance of an application. For Annual membership, the period of membership shall be for one year, and can be subsequently renewed on annual basis by paying membership fee as prescribed from time to time to time.

R7.3 For a new admission, the admission fee prescribed from time to time shall be paid electronically to the bank account of the Society, and the relevant UTR No. and details of transaction shall be mentioned in the application form. Use of payment gateway of society website shall be performed for any kind of payment/renewal fee. For transfer of category, no fresh admission fee shall be charged. Admission fee shall not be refundable.

R7.4 A member whose membership was discontinued by him/ her, may apply for readmission by paying the applicable admission and membership fee, and he/she would be admitted as a new member from the date of acceptance of the request.

R7.5 The name of any member whose conduct has been found to be against the interest of the Society shall be removed from the roll by the Executive Committee, but not before (i) he/she has had an opportunity to explain his /her conduct, and (ii) a resolution to this effect has been passed by at least 2/3rd majority of the members of the Executive Committee present in the meeting.

R7.6 Membership of the Society of a member would cease in case of: (a) death, (b) resignation, (c) suspension due to non-payment of dues, and (d) conduct against the interest of the Society. The Executive Committee shall pass a resolution to this effect, and the Register of Members updated accordingly. Upon death of a member, his /her name shall be deleted from Register of Members and designated as Deceased Member (DM) in a separate Register maintained by the Society at its Headquarter as well as at the concerned Chapter.

ARTICLE R8: MEMBERSHIP AND ADMISSION FEE

R8.1 The Membership Fee and Admission Fee shall be chargeable at the initial admittance to the Society. The applicable Membership fee and Admission fee shall be as revised from time-to-time.

R8.2 Membership of the Society shall be open to such individuals without distinction of sex, race or nationality, and to such bodies who/ which subscribe to the mission and objectives of the Society.

Membership fees w. e. f. 01-07-2022 (subject to revision and notification by Executive Committee)

Sl. No.	Category of membership	Membership fee		Admission fee/Re-admission fee		Total (₹)#	
		Indian national (₹)	Foreign national (₹)	Indian national (₹)	Foreign national (₹)	Indian national (₹)	Foreign national (₹)
1.	Student member *	Free	Free	250	500	250	500
2.	Annual member	1000	2,000	250	500	1,250	2,500
3.	Life member	5,000	10,000	250	1000	5,250	11,000
4.	Institutional member	25,000	50,000	250	1000	25,250	51,000
5.	Corporate member	25,000	50,000	250	1000	25,250	51,000

Note: Admission fee has to be paid only once. Membership can be converted from one category to other in continuation by paying only applicable membership fee.

* Student membership is applicable only for up to undergraduate (UG) students studying in any year (1st year to 4th year), and eligible till completion of undergraduate degree/ diploma. Applicable Rule(s) may kindly be referred.

Applicable payment Gateway Fee. GST / Applicable charges are extra.

ARTICLE R9: PRIVILEGES OF MEMBER

R9.1 Privileges upon becoming ISAE Student Member

1. To get Student Membership Certificate from Society.
2. To have opportunity of membership upgrade to Life Member (LM) after completion of Degree/ Diploma by paying applicable membership fee, without paying application fee once again.
3. To receive soft copy of publications of the Society (Journal of Agricultural Engineering, Agricultural Engineering Today and ISAE e-newsletter) either free or at a reduced price.
4. To publish your research and review work in the publications of the Society.
5. To attend Seminar/ Symposium/ Convention at Chapter level and National Level.
6. To present your research and review work in Seminars/ Symposium/ Conventions.
7. Access to ISAE website and other facilities of the Society.
8. To get discount on other priced publications of the Society.
9. To get the benefit of reduced registration fee on sponsoring delegates for convention/ Seminars/ Symposium.
10. To get Sleeper class Train fare reimbursed to present his/her work during Seminars/ Symposium/ Conventions etc, (to the selected students, on request).
11. Opportunity to get Best Student Presentation (Oral/ Poster) Awards, if selected.
12. To get mentor service for project work planning, research paper writing, editing, publishing.
13. To get mentorship for DPR preparation, Entrepreneurship development, Business establishment, Incubation, Start-ups, Govt. Scheme details etc.

14. To get endorsement for training/ hands on training opportunities in reputed institute of ICAR/ SAU/GoI organizations/ Industries etc.
15. Enrichment of biodata mentioning membership, so better job opportunity
16. To apply free of cost for job opening through ISAE website
17. Develop networking and sense of belongingness with learned members of the Society

R9.2 Privileges upon becoming ISAE Annual Member

- 1) Attend and vote in all AGM/ GBM
- 2) Introduce and second a candidate for any category of membership
- 3) Move resolutions for amendment of Constitution, Byelaws and Rules
- 4) Receive soft copy of publication(s) of the Society (Journal of Agricultural Engineering/ Agricultural Engineering Today/ E-Newsletter) either free or at a reduced price
- 5) Have access to the ISAE website and other facilities of the Society
- 6) Reduced registration fees for attending Convention/ Symposia etc. organized by the Society
- 7) Entitled to use, after their name, the abbreviated designation as AMISAE
- 8) May apply free of cost for job opening on ISAE website
- 9) Enrichment of biodata mentioning membership for better job opportunity
- 10) Updating knowledge through Society publications for better interview in job search
- 11) May publish own thoughts and work in the Society periodicals
- 12) Apply for an award of the Society for recognition and enrichment of biodata
- 13) Interested member may get consultancy/contract research work through Society
- 14) Society also may contribute in travel expense of a deserving member for presentations in Convention/ Conference/ Seminar etc. organised by the Society
- 15) There is a sense of belonging, and issues of common interest can be raised through the Society
- 16) Develop networking with learned members of ISAE Society

R9.3. Privileges upon becoming ISAE Life Member

1. Attend and vote in AGM/ GBM
2. Introduce and second a candidate for any category of membership
3. Move resolutions for amendment of Constitution, Byelaws and Rules
4. Hold an office of the Society on being duly elected/nominated
5. Receive soft copy of publication(s) of the Society (Journal of Agricultural Engineering/ Agricultural Engineering Today/ E-Newsletter) either free or at a reduced price
6. Have access to the ISAE website and other facilities of the Society
7. Reduced registration fees for attending Convention/ Symposia etc. organized by the Society
8. Entitled to use, after their name, the abbreviated designation as LMISAE
9. May apply free of cost for job opening on ISAE website
10. Enrichment of biodata mentioning membership for better job opportunity
11. Updating knowledge through Society publications for better interview in job search
12. May publish own thoughts and work in the Society periodicals
13. Apply for an award of the Society for recognition and enrichment of biodata
14. Interested member may get consultancy/contract research work through Society
15. Society also may contribute in travel expense of a deserving member for presentations in Convention/ Conference/ Seminar etc. organised by the Society

16. There is a sense of belonging, and issues of common interest may be raised through the Society
17. Develop networking with learned members of the Society

R9.4 Privileges upon becoming ISAE Corporate Member/ Institutional Member

1. To attend and vote (through its one representative) in Annual / General Body Meetings
2. To introduce and second a candidate for any category of membership.
3. To move resolutions for amendments in Constitution, Byelaws, Rules.
4. To receive soft copy of publication(s) of the Society (Journals of Agricultural Engineering/ Agricultural Engineering Today/ E-Newsletter) either free or at a reduced price
5. To have access to the ISAE website and other facilities of the Society
6. Reduced registration fee for attending conventions/ symposia etc. by representative organized by the Society
7. To post any job vacancy in Corporate/ Industry/ Institute on ISAE website free of cost, and get wider publicity and best candidates
8. Updating knowledge through Society publications to its users/ employee/ students
9. Representative may also publish their thoughts and work in the periodicals of the Society
10. Industry / Institute can sponsor awards in the name of organization as per byelaws and rules.
11. Industry / Institute can sponsor conference, meeting, convention, seminars and students.
12. To get students for internship/ training with or without stipend upon endorsement of ISAE.
13. To get exposure to new technologies through Society website/publications free of cost
14. There is a sense of belonging, and issues of common interest may be raised through the Society

Article R10: Duties of ISAE Members

R10.1 Duties of ISAE members are as follows:

1. Shall be engaged in betterment of profession
2. Participate in national / Chapter activities of the Society
3. Promote Society with other professional organizations
4. Represent Society at state/national level events upon nomination
5. Engage with public/private sector to improve placements of Agricultural engineers
6. Set an example at your workplace to improve image of the profession
7. If you are member of inter-disciplinary team; focus on improving contribution of agricultural engineering discipline
8. Excel in activities of your engagements as teacher, researcher, faculty, extension worker, field worker, operation and maintenance, education/research management, executive position in private/public sector, etc.
9. Forbidden to engage in activities that are detrimental to reputation of the Society
10. To review/ edit/ write research/ popular/ technical article/ policy paper of and for publications of the Society

ARTICLE R11: OFFICE BEARERS

R11.1 The office bearers of the Society shall be as under:

- 1) President
- 2) Immediate Past President
- 3) Vice-President (Technical Council)
- 4) Vice-President (Activity Council)
- 5) Secretary General
- 6) Editor-in-Chief of JAE, AET and e-Newsletter
- 7) Treasurer*
- 8) Secretary-1#
- 9) Secretary-2#

*Executive Committee in its first meeting shall nominate a Treasurer (with his / her consent) amongst the eligible Life members residing in NCR Delhi.

Executive Committee in its first meeting shall nominate a Secretary-1 (with his / her) consent, amongst the eligible Life members residing in NCR Delhi. Secretary-2 shall be nominated by the President, if necessary. Secretary 1 and 2 shall participate in all meetings of the Executive Committee, however, they will not have voting rights.

R11.2 No office bearer of the Society shall hold any office of a Chapter of the Society. However, he/she shall be ex-officio member of the Chapter where he/she is located.

R11.3 No Office bearer of the Society, or a member of its CEBs, shall receive directly or indirectly any salary, compensation or emoluments from the Society unless so authorized by the ISAE Council.

R11.4 All EC and ISAE Council members should attend ISAE Annual Conventions, meetings, and GBM/ AGM, except in case of genuine reason(s).

R11.5 Guidelines for sharing cost by the Society for Executive Committee members participating at national/ International professional events:

National Criteria

- i. ISAE Executive Committee members and members of CEBs are eligible to participate in national professional events on behalf of the Society without any grant from the Society. However, in exceptional cases, the Executive Committee may consider some proposals for grant based on merit.

International Criteria

- i. The President/Secretary General, or their nominee among the office bearers, may participate in important international events on behalf of ISAE on cost sharing basis with prior approval of the EC. The contribution of the Society shall be limited to Registration fee and/or to-and-fro economy class airfare with the cheapest airline only.
- ii. A participant shall present a Country paper on behalf of the Society in such international events. Publication/ paper by the individual (single /multi-authored), other than the Country paper as above,

cannot be presented. Participation in multiple events in other country(ies), where the Society is not being represented, shall not be allowed. Upon return, the participant shall submit a detailed tour report to the EC within three months of arrival to India.

R11.6 The responsibilities of the office bearers shall include the following, in addition to those prescribed in the Bye-laws.

(1) **President:** The incumbent shall preside at the meetings of the Society and act as Chair of the Executive Committee, ISAE Council, and General Body Meeting (AGM/ GBM) of the Society. He/she shall be an ex-officio member of all other committees of the Society and shall have the power to take any action, not contrary to these presents, to meet an emergency, subject to reporting it to the Executive Committee at the earliest feasible date.

In absence of the President, the senior-most Vice-President (by age) shall preside over the meetings. In case the position of the President falls vacant (by resignation or any other reason), the senior-most Vice-President (by age) shall act as the President till the ISAE Council makes an alternative arrangement. The ISAE Council shall first nominate a committee of three ex-Presidents to nominate two eligible candidates amongst the Life members on roll to fill the position of President. The ISAE Council shall then elect a new President amongst the two nominated candidates by simple majority of the votes cast by the members present in the meeting. The elected President will henceforth take charge of the post of the President with a tenure co-terminus with that of the of the Executive Committee in position.

(2) **Vice-President (Technical Council):** The incumbent shall be responsible for all activities of technical and scientific nature, as described under Rule-R12, and chair its meetings.

(3) **Vice-President (Activity Council):** The incumbent shall be responsible for all activities of the Activity Council, as described under Rule-R13, and Chair its meetings.

(4) **Secretary General**

- (i) The incumbent shall be the Executive Manager of the Society, and responsible for all office management/ activities of the Society Headquarter;
- (ii) Be in-charge of all publications, correspondences and records of the Society;
- (iii) Convene meetings of Annual / Special General Body Meeting, ISAE Council, Executive Committee and Advisory Committee with prior approval of the President;
- (iv) To carry out other responsibilities as entrusted to him by the President, Executive Committee, ISAE Council and General Body;
- (v) Sue, and be sued upon, in all matters relating to or affecting the Society and place the matter before the Executive Committee /ISAE Council;
- (vi) Shall be one of the two signatories on bank cheque/ instrument for making authorised payments on behalf of the Society. In his absence, the President shall be one of the two signatories;
- (vii) Shall be the signatory on legal and other documents on behalf of the Society;
- (viii) Shall maintain and verify Asset Register and other required Books for maintaining proper record of properties and assets of the Society.

(5) **Secretary- I:** The incumbent shall discharge the duties of the Secretary General in his/her absence

and under the supervision of the President. He/ she shall discharge any other duties assigned to him/her by the President, Secretary General, Executive Committee and ISAE Council. He / she shall not have authority to sign on bank cheque / instrument.

(6) Secretary -2: The incumbent shall report directly to the President, and discharge duties assigned by him, or the Executive Committee / ISAE Council.

(7) Treasurer: The incumbent shall:

- (i) Be in-charge and custodian of all financial documents/ Registers of accounts/ financial instruments of the Society;
- (ii) Accept legal financial transactions for credit to the bank account of the Society, and issue receipts on behalf of the Society;
- (iii) Maintain and verify financial records of income and expenditure of the Society;
- (iv) Prepare and verify annual financial statement and budget for approval of the Executive Committee / ISAE Council / General Body;
- (v) Be responsible for annual audit of accounts of the Society as per law, and present audited accounts of the Society to the Executive Committee/ ISAE Council/ General Body;
- (vi) Shall be one of the two signatories on bank cheque/ instrument for making authorised payments on behalf of the Society. In his absence, the President shall be one of the two signatories.

R11.7 The Executive Committee shall conduct the affairs and business of the Society. The Secretary General shall present the report of business affairs of the Society to the ISAE Council and General Body. The powers and functions of the Executive Committee shall be:

- (a) To administer the affairs of the Society in accordance with the Constitution, Bye-laws and Rules approved by the General Body;
- (b) To administer the funds of the Society;
- (c) To raise funds by way of subscription, donation, sale, grants, advertisements, endorsements of products, consultancy, etc. in order to meet the objectives of the Society;
- (d) To incur expenditure for conducting the business of the Society;
- (e) To make investments as per government rules and regulations from the available funds of the Society maintained in scheduled bank to earn revenue for fulfilment of aim and objectives of the Society;
- (f) To buy and/or sell, mortgage, change or otherwise dispose-off or deal with all or any property in the books of the Society for promoting the aims and objectives of the Society; subject to approval of the General Body by 2/3rd majority of members present. The Secretary General shall ensure that such proposals have prior approval of the Executive Committee and ISAE Council before inclusion in the agenda of a AGM/ GBM;
- (g) To enrol members;
- (h) To prepare annual statement of accounts and annual report of the working of the Society;
- (i) To appoint sub-committees, panels, etc., from amongst the members of the Society for various activities and sign MOU with different organizations, review existing MOUs, if necessary, in furthering the cause of the Society;

- (j) To take cognizance of any matter affecting the Society or the conduct of a member;
- (k) To interpret these presents, subject to the provisions of the Societies Registration Act XXI of 1860;
- (l) To appoint staff on monthly salary/ contract basis at the registered office of the Society as per existing laws for smooth administration of the affairs of the Society;
- (m) Generally, to execute such other activities that are necessary and conducive to the achievement of the mission and objects of the Society.

R11.8 Once in every year, a list of the names, addresses and occupations of the members of the Executive Committee shall be filed with the Registrar of Societies, Delhi.

ARTICLE R12: TECHNICAL COUNCIL

R12.1 In order to provide a sound technical base, and to enhance the technical activities of the Society, there shall be a Technical Council. The Technical Council shall be headed by the Vice-President (Technical Council), and shall include the following Technical Divisions, each headed by a Director/Editor-in-Chief:

- 1) Director (Farm Machinery and Power)
- 2) Director (Soil and Water Engineering)
- 3) Director (Agricultural Structures & Process Engineering)
- 4) Director (Energy and Bio-engineering)
- 5) Editor-in-Chief, JAE
- 6) Editor-in-Chief, AET

The Directors/Editors-in-Chief shall perform their duties in close coordination with the Vice-President / President.

R 12.2 In absence of Vice-President (Technical Council), the Director senior-most by age will preside over a meeting

R12.3 Vice-President (Activity Council) shall be invited to Technical Council meetings.

R12.4 Each Technical Division shall form Subject-matter Standing Committee / sub-committee for each technical group as per need of a Division.

R 12.5 Responsibilities of Vice-President (Technical Council):

- 1. To organize technical council meeting at least twice in a year,
- 2. To organize Annual Convention/ Conference/ Symposia, National Seminar, regional meet on current and emerging areas,
- 3. To prepare/update Data books and inventories of technologies, industries, webinar,
- 4. To compile success stories related to Agricultural Engineering education, research, extension and industry, and
- 5. To maintain high standard of quality of periodicals and other publications of the Society.

R12.6 Responsibility of Technical Directors (1-4 as listed at R12.1) shall be to:

- i. To organise Annual Conference/ Symposia, National Seminars, Regional meet, webinars etc. on relevant topic in consulate with Vice-President (Technical Council),
- ii. To receive, edit, and accept technical manuscripts from the members for presentation in Conference / Symposia/ Seminar organised by the Society,
- iii. To compile Abstract/ presented papers for documentation, and
- iv. To organize lectures of distinguished experts and prepare a souvenir on topical subjects at various Institutions.

R 12.7 Responsibilities of Editors-in-Chief

The responsibilities of the Editor-in-Chief of the periodicals Journal of Agricultural Engineering (JAE) and Agricultural Engineering Today (AET) are as defined under Rule R.15.

R 12.8 Title of periodicals

In the event of a need arising due to advancement in science and in the best interest of the Society, the Executive Committee may modify the title of a periodical published by the Society. An appropriate procedure will be followed for this purpose. The modified title of the periodical shall then be considered and approved by the ISAE Council. Such decision shall be subsequently placed before a GBM/ AGM for ratification.

ARTICLE R13: ACTIVITY COUNCIL

R13.1 For proper coordination, strengthening and streamlining of the various activities of the Society that are not covered under the Technical Council, there shall be an Activity Council. The Activity Council shall be headed by the Vice-President (Activity Council), and shall include the following Activity Divisions, each headed by a Director/ Editor-in-Chief.

- 1) Director (Membership and Public Relations)
- 2) Director (Education, Research, Extension)
- 3) Director (Awards and Placement)
- 4) Director (International Co-operation)
- 5) Director (Gender Issue)
- 6) Director (E-Services)
- 7) Director (State Services)
- 8) Director (International co-operation)
- 9) Director (Industry, Startup and Entrepreneurship)
- 10) Editor-in-chief, E-Newsletter

The Directors/Editor-in-Chief shall perform their duties in close coordination with the Vice-President (Activity Council) / President.

R13.2 In absence of Vice-President (Activity Council), the Director senior-most by age will preside over a meeting

R13.3 Vice-President (Technical Council) may be invited in meetings of Activity Council

R13.4 Responsibilities of Vice-President (Activity Council)

1. To organize technical council meeting at least twice in a year,
2. To enlarge national and international memberships of the Society under different categories;
3. To develop collaborations with public, private and professional organizations for joint activities;
4. To facilitate media coverage of Society activities;
5. To organize Industry- Academia interface at regional/ national level;
6. To prepare policy papers/ policy briefs on current and futuristic issues;
7. To facilitate education, research, extension and entrepreneurship activities;
8. To coordinate management of awards, and enhance placement opportunities of the members;
9. To enhance collaboration with international professional societies and organizations for furthering activities of the Society at international forum;
10. To facilitate participation of women members in Society activities;
11. To foster close relation of the Society with industries, start-ups and entrepreneurs;
12. To liaison with various organisations and Chapters of the Society for publication of a vibrant e-newsletter.

R13.5 Responsibilities of Director (Membership and Public Relation)

1. To increase number of the Society under different categories;
2. To establish linkages with other professional Societies, public/private Institutions/ organizations in India for organizing joint Conferences/ Seminars/ Symposia;
3. To Improve status of the Society as a leading body of engineers in agriculture and allied fields;
4. To organize wide media coverage of various national and regional events of the Society;
5. To organize lectures of distinguished experts on important topical subjects at various Institutions.

R13.6 Responsibilities of Director (Education, Research, Extension)

1. To prepare database of Master's and Doctoral thesis in agricultural engineering on annual basis;
2. To recommend new courses and amendments in the existing curriculums of agricultural engineering education in liaison with ICAR and such other organisations in order to update their contents to be relevant to the needs of the country;
3. To arrange scholarships from various industries for supporting deserving students at graduate and post- graduate levels in Institutions;
4. To prepare/update perspective plan of agricultural engineering education and research in India;
5. To prepare status papers on agricultural engineering extension programme at regional

- and national level, and suggest required improvements;
6. To develop entrepreneurship skill among the students, faculty and farmers/stakeholders;
 7. To promote continuing education programmes in agricultural engineering and related subjects in various Institutions;
 8. To facilitate placements of students of agricultural engineering through circulation of advertisements, coordinate with prospective employers to generate employment opportunities
 9. To liaison with ICAR, DST, AICTE and such other organisations

R13.7 Responsibilities of Director (Awards and Placements)

1. To develop an efficient system of processing and objective evaluation of nominations for various awards;
2. To review and update norms of existing awards in terms of relevance and financial sustainability,
3. To facilitate sponsorship of awards by industries and create an Award Fund for servicing the awards;
4. To timely process annual award nominations/ applications in consultation with Vice-President (Activity Council);
5. To obtain and disseminate information on employment opportunities from various employers, including Governments, Institutions, Industries, and foreign countries.
6. Any other duties assigned by the Vice-President (Activity Council)/ president

R13.8 Responsibilities of Director (International Co-operation)

1. To organize joint international conferences/seminars symposia in emerging areas;
2. To establish linkages between the Society and other professional societies, institutions and organizations in various countries for the global positioning of the Society;
3. Creating and informing opportunities to students to get enrolled on oversea universities, get scholarships and jobs.
4. To mobilise research papers/ technical articles in society's periodicals
5. To mobilise participation from overseas in ISAE Conventions/ Conferences/ Seminars and any other ISAE activities.

R13.9 Responsibilities of Director (Gender Issue)

1. To encourage higher participation of women agricultural engineers in various activities of the Society;
2. To create database of women agricultural engineers, students and women friendly technologies;
3. Identify gender issues and create network;
4. To facilitate job opportunities for women agricultural engineers in public and private sectors;
5. To mobilise and facilitate women members for participation in ISAE Convention and other activities

R13.10 Responsibility of Director (Industry, Startup, Entrepreneurship)

1. Enhance linkages between Corporate and industrial sector with the Society;
2. To organize collaborative conference, meeting and seminars with the stakeholders and the Society;
3. To develop linkages between startups, entrepreneurs with the academia and export organizations;
4. To prepare /update document(s) on the status of agro-based industries, demand projections and policy interventions;
5. To coordinate with different industries for training and placement opportunities for students.
6. To organize Industry Session at the Annual Convention of ISAE;
7. To enrol more corporate/ Institutional members of the society

R 13.11 Responsibilities of Director (E-Services)

1. To motivate the members to use Electronic communication for all ISAE related activities;
2. To upgrade and modernize E-network system of the Society;
3. To update and maintain the website of the Society to keep abreast with the latest information and activities;
4. To provide efficient online reviewing process and open access system of publication of periodicals of the Society;
5. To help the Editorial group of E-Newsletter and circulate E-Newsletter to all members and put in public domain.

R13.12 Responsibility of Director (State Services)

1. To conduct meetings with state government officials for better services, facilities to society fraternity's departments.
2. To pursue eligibility of agricultural engineers and disciplines of members of the society in different states services.
3. To coordinate between states for better job satisfactions of the members
4. To represent society in different state activities and present society's view points
5. To get sponsorship of ISAE programmes and activities.

R 13.13 Responsibility of Editor-in-Chief of E-Newsletter

The responsibilities of the Editor-in-Chief of E-Newsletter are as defined under Rule R15.

ARTICLE R14: ISAE AWARD

R14.1 The Society honours its members and other individuals for their outstanding contributions in agricultural engineering profession and to the activities of the Society. The Society presently has fourteen awards under different categories, and are awarded annually to its members. Details of these awards with essential qualifications and criteria are given under Rule R14.2.

- i) An award, unless otherwise stated, is given based on the work done in India by a member(s) of the Society.
- ii) The President, in consultation with the Executive Committee, shall appoint an Expert Committee (amongst the Life members of the Society) for each award to be conferred in a year. Such Expert Committee for an award shall examine the nominations/ applications received in the year for the respective award, and forward their recommendation to the President / Director (Award and Placement) on suitability of a candidate for the award.
- iii) The Director (Award and Placement) / Vice-President (Activity Council) shall in each calendar year timely initiate calling for nominations/ applications for awards to be awarded, and present proposals for new awards for review by the EC and the ISAE Council.
- iv) Approval of the EC and the ISAE Council is mandatory for establishing a new award by the Society. The Secretary General shall ensure that a new award approved by the EC and the ISAE Council is submitted to the GB for ratification.
- v) A sponsored award shall be in the interest of meeting the aims and goals of the Society. An award sponsored in the name of a company/individual shall be valid for a fixed tenure of 10- year, 15-year and 20-year upon deposit of lump sum amount of ₹ 10 lakh, ₹ 20 lakh, and ₹ 30 lakh, respectively, by the sponsoring company/ individual. An sponsored award can be renewed by on its expiry date by paying additional lump sum amount equal to 1.1 times of the previous paid amount (Example: Renewal of a sponsored award of ₹10 lakh after 10 years shall be done by paying a fresh amount of ₹ 11 lakh). The General Body shall approve a renewal proposal on recommendation of the ISAE Council by simple majority of vote in its favour by the members present. If no renewal fee is received in time, the award shall be automatically excluded from the list of awards of the Society after completion of its said tenure.
- vi) The current members of EC and ISAE Council shall not be eligible for any award during their tenure as they are part of the approving authority.

R14.2 Name of ISAE Awards, Qualifications and Criteria

1. Mason Vaugh Agricultural Engineering Pioneer Award (1 award, by Nomination only):

This award is the highest recognition by the Society, and shall be conferred only if suitable nomination(s) of that stature is received. In view of the status of the award, it need not be an annual event. The award carries a shawl, citation, certificate and a gorgeous pioneering memento. It shall be awarded amongst the members of the Society fulfilling the following criteria:

- 1) Life Member of ISAE for 25 years, or ISAE Fellow of 10 years,
- 2) Outstanding professional contributions in one or more of the following areas:
 - a) Establishment/ improvement of agricultural engineering education/ research/ extension/ industry /consultancy in India,
 - b) Pioneering research contributions that led to greater recognition of agricultural engineering profession,
 - c) Pioneering efforts in applications of agricultural engineering technologies leading to mass adoption by industries/ farmers/ entrepreneurs

- iv. Pioneering efforts made by Industry/ Corporate member in industrial sector of any recognized field of agricultural engineering with large-scale employment of agricultural engineers and making available quality commercial product of international standards to Indian farmers.

Nomination for the award are required to be sent directly to the President of the Society. A nomination may either be made by an ISAE Gold medalists / past President, or by the Executive Committee in consultation with senior members and past Presidents for awarding a stalwart of the profession.

2. ISAE Gold Medal for Lifetime Achievements (1 award per year, maximum 2 in exceptional case)

ISAE Gold Medal is for lifetime achievements of a Life member; and carries a Gold medal, citation, certificate and a gorgeous memento. It shall be awarded annually fulfilling the following criteria of selection:

- a) Life member of the Society for 20 years, or ISAE FELLOW for 8 years,
- b) Outstanding contribution made in one or more of the following:
 - i) To the Society in one or more capacities as member of ISAE Executive Committee/ ISAE Council/ Chapter, editor of ISAE publications, reviewer of journal articles, organizing national/ regional Conventions of the Society, enrolling significantly large members, employing large number of Agricultural engineering graduates, improving financial position of the Society, presiding over committee nominated by the Society, and any other significant contributions made to the Society to support its mandate at national/ international level.
 - ii) Education: Establishment/ improvement of Agricultural engineering education in India to be judged on the basis of establishment of new Agricultural engineering Institution, design of new courses and contents, guidance to Ph.D. and Masters student in India leading to national/ international award on thesis/ teacher contribution, receipt of fellowship and admissions in foreign universities.
 - iii) Research: Pioneering research contribution that led to greater recognition to agricultural engineering profession; to be judged on the basis of quality of research publications in research journals, citation index, recognition of research by national/ international bodies, patents, product development and commercialization, adoption of research outcome by stakeholders, establishing manufacturing by industry.
 - iv) Entrepreneurship development: Pioneering efforts in establishment of new industry/ startup related to agricultural engineering sector and based on innovative ideas that led to generation of employment opportunities to large number of agricultural engineers and enhancement of the image of agricultural engineering profession.
 - v) Industry: Corporate member (15 years or more in good standing) with pioneering efforts in establishment of industry (recognized by Central/ State Government agencies) that led to large-scale employment of agricultural engineers, and making available quality commercial product of international standards to Indian farmers. The performance is to be judged on the basis of number of agricultural engineers on roll, product market shares in Indian market, annual domestic sale /export.

vi) Extension: Pioneering efforts in field applications of agricultural engineering technologies leading to identifiable mass adoption to be judged on the basis of supporting evidence in any of the following:

- (1) Introduction of new implement/ tool with large-scale adoption,
- (2) Introduction of innovative land water management treatments leading on large-scale area treatment for soil moisture security,
- (3) Introduction of innovative irrigation system leading to mass adoption with evidence of enhanced water productivity,
- (4) Introduction of innovative energy gadget/ technology/ conservation measures leading to mass energy conservation as evidenced from local government reports,
- (5) Introduction of post-harvest/ processing/ value addition technology and mass scale adoption by users as evidenced from market penetration of such products

Nomination: Shall be nominated by 2 ISAE Gold medalist/ past Presidents.

3. Prof. Gajendra Singh ISAE Education Gold Medal Award (1 award):

This award is annual, and carries a Citation, certificate, a gold medal for excellence in agricultural engineering education.

The principal contributions for determining the recipient of the award will be based on:

- The degree to which human performance and progress in food, agricultural, and biological systems have been significantly improved by their educational efforts
- Quality and performance of staff(s) or students developed and/or influenced
- Quality and contribution of educational concepts and programs developed
- Quality of and contributions to education literature and communications
- Contributions to activities of the Society and other professional societies relevant to education, outreach, and professional development

Eligibility

- The recipient may be a citizen of any country who has contributed significantly in raising agricultural engineering education standard in India. Also, he/she must be life member of ISAE.
- The recipient shall be (or have been) associated with a significant programme in educational institution, government, industry or privately endowed foundations.
- The educational contribution being recognized must be proved to be soundly founded and reflect the individual's professional maturity.
- The recipient, at the time of their nomination, shall be living and willing to be present in person to receive the award.

Nomination: Nomination by ISAE Fellow/ Gold Medalist/ past President

Note: *The period of award will be reviewed by EC and ISAE Council after five years starting from the 1st year 2021 of the year, keeping cost escalation and need of additional funds for continuing beyond year 2025*

4. ISAE Fellow (Maximum 5 awards)

ISAE Fellow, an annual award, carries a citation, certificate and a gorgeous memento. It is awarded to a Life member for 15 years or more, fulfilling following criteria:

- a) Outstanding contributions made to the Society in one or more capacities as Executive Committee/ISAE Council/ Chapter Executive Body member of the Society, editor/ reviewer of publications of Society, organizer of national/regional Convention of Society, enrolling large number of members of Society, employing large number of agricultural engineers, improving financial position of Society, presiding over Committee nominated by the Society to further the goals of the Society in any of the thematic areas.
- b) Outstanding professional contributions in one of the following:
 1. Education: Establishment/ improvement of agricultural engineering education in India to be judged on the basis of establishment of new agricultural engineering Institution, design of new courses and contents, guidance to Ph.D. and Masters student leading to recognition of thesis/ teacher contribution through national awards.
 2. Research: Pioneering research contribution that led to greater recognition to agricultural engineering profession to be judged on the basis of quality of research publications, citation index, recognition of research by national/international body, patent, product development and commercialization, adoption of research outcome by stakeholders.
 3. Entrepreneurship development: Pioneering efforts in establishment of new industry/startup related to agricultural engineering sector generating employment opportunities, establishing manufactured product demand among stakeholders
 4. Extension/ field work: Pioneering efforts in field applications of agricultural engineering hardware/ technology leading to mass adoption to be judged on the basis of supporting evidence in introduction of new implement/ tool/ technology with large scale adoption / land water management treatment leading to large scale area treatment for soil moisture security / irrigation system leading to mass adoption and evidence of enhanced water productivity/ energy gadget or technology leading to established energy conservation / post-harvest, processing, value addition technology with established market penetration
 5. Industry: Corporate member establishing industry in any recognized field of agricultural engineering that led to large scale employment and making available quality commercial product to Indian farmers; to be judged on the basis of number of agricultural engineers on roll, market share in Indian market, annual domestic sale and export. Industry should be at least 15-year old, and should have been recognized by central/state Government agencies for its quality product and services to farmers.

Nomination: Each candidate to be nominated by two ISAE Fellow/ Gold medalist/ past President / Head of Organization/ Deputy Director General (Agricultural Engineering), ICAR.

5. Commendation Medal for Professional Achievement (Maximum 7 no):

The annual award carries a certificate and a memento on basis of application by a Life/ Annual member, fulfilling the following criteria:

- a) Annual member in good standing /Life member for 10 years
- b) Application recommended by concerned Head of organization/ Chapter Chairman certifying the validity of claims made by the candidate
- c) Significant contribution in any one of the area (preferably one award in each area) of (a) Farm power and machinery, (b) Soil and water conservation engineering/ Irrigation and drainage engineering, (c) Agro-processing, food engineering, post-harvest technology, dairy/ meat/ fish processing, (d) energy in agriculture, (e) IT and emerging technologies, (f) Industry, and (g) State services.
- d) Professional contributions (supported with documentary evidence like publications/ patents/ services at state and industry level) in any one of the following thematic areas:
 - (i) Development of innovative technology (including ICT in agriculture) leading to mass adoption
 - (ii) Field application of technology leading to enhancing productivity of soil/ water/ energy/ crop/ livestock
 - (iii) Industrial production, quality control, services to users (including training, demonstration, field service)
 - (iv) Introduction of new academic course curricula with design of content, introduction of innovative method of teaching/learning.
 - (v) Efforts in establishment of industry/startup related to agricultural engineering contributing to job opportunities.

6. Distinguished Service Award (Maximum 7 Awards)

The annual award carries a certificate, and is awarded to a Life/ Annual member based on submitted application and fulfilling the following criteria:

- a) ISAE Annual Member of good standing/ Life member for last 7 years
- b) Application recommended by concerned Head of organization/ISAE Chapter Chairman
- c) Professional contribution (with supporting evidence) preferably one award in each area of (a) Farm power and machinery, (b) Soil and water conservation engineering/ Irrigation and drainage engineering, (c) Energy in agriculture, (d) Agro-processing, food engineering, post-harvest technology, dairy/ meat/ fish processing (e) IT and Emerging technologies, (f) State services, (g) Industry contribution by an individual.
- d) Professional contribution (supported with documentary evidence) in any one of the following thematic areas:
 - (i) Development of innovative technology (including ICT in agriculture) leading to mass adoption
 - (ii) Field application of technology leading to enhanced productivity of soil/ water/ energy/ crop/ livestock
 - (iii) Industrial production, quality control, service to users (including training, demonstration, field service)
 - (iv) Introduction of new academic course curricula with design of contents, introduction of innovative method of teaching/learning.

- (v) Efforts in establishment of industry/startup related to agricultural engineering, and providing job opportunities to agricultural engineers
- (vi) Enrollment of 20 or more members of Society
- (vii) Generating significant finances for the Society
- (viii) Involved in organizing local/ regional/ national seminar under umbrella of the Society
- (ix) Providing notable agricultural engineering services in a state under a Chapter of the Society
- (x) Promotion of agricultural engineering profession under political / bureaucratic system at state/ national/ international level.

7. Best JAE Reviewer Award (Maximum 4)

This annual award carries a certificate and shall be presented during Annual Convention of the Society. Editor-in-Chief, JAE in consultation with editor of each division shall develop suitable criteria, and recommend names of the best reviewers to the Director (Award and Placement). A Committee appointed by the President/ Executive Committee shall make suitable recommendations for the award.

8. Best JAE Research Paper Award (Maximum 4)

This annual award carries a certificate and shall be presented during Annual Convention of the Society. A Committee appointed by the President/ Executive Committee shall examine the published papers in the JAE during the year of award, and make suitable recommendations to the Executive Committee.

9. ISAE Team Award (Maximum 2 Teams):

This annual award carries a certificate conferred to each member of the team. The award is based on applications made by member(s) of the Society. Applications are considered with the following criteria:

- a) Team leader shall be a Life member/Annual member of good standing for 10 years,
- b) The Principal Investigator/ Team leader of Interdisciplinary team should lead a team of at least 3-4 multidisciplinary members including himself shall only be considered
- c) Team work of not less than 3 years preceding to the year of award shall only be considered
- d) Significant contributions of team in research/ teaching/ extension/ industry, or in field application as evidenced from published literature/ innovative product/ patent/ technology adoption level in a disciplines of agricultural engineering and allied fields leading to enhanced productivity/ economic use of resources/ improving economics of agriculture and livelihood.

10. Outstanding Book Award (1 Award):

This annual award carries a certificate, and shall be conferred to the author(s) during the Annual Convention. The award is based on applications made by members of the Society. The following criteria would be applicable:

- (i) First author shall be ISAE Life member/Annual member of good standing at least for 3 previous years,
- (ii) A member can receive the award for maximum of 2 times in lifetime for 2 different books, and irrespective of his/ her seniority in authorship.
- (iii) Original book (of at least 100 pages) authored on a topic related to agricultural engineering, published by a leading publisher/organization (but not by the applicants' organizations), and bear ISBN number. Textbook on current topics edited by the applicant(s) with mostly Indian contents may be considered for this award. A book in the form of Question and Answer Bank, Guide for competitive examinations, Technical Report, etc. are not eligible for consideration,
- (iv) The content would be evaluated based on
 - (a) Importance of theme, originality and quality of contents
 - (b) Organization of chapters, scientific editing and language
 - (c) Foreword by a distinguished expert and views on contents
 - (d) Meeting expectations of desired audience/ readers of book
 - (e) Extent of similarity with other published documents
 - (f) Impressive statistics of sale of book proposed for the award

11. Student Paper Award (Maximum 5 awards)

The annual award comprises of a Certificate, presented during an Annual Convention of the Society, on merit basis to a student who presents his paper in a Technical Session during the Convention. One award shall be awarded in each of the discipline of (a) Farm Machinery and Power, (b) Soil-Water Conservation/ Irrigation Engineering, (c) Post-harvest, Process and Food Engineering, (d) Energy in agriculture, and (e) Application of IT and Emerging Technologies in agriculture based on the following criteria:

- i. To be awarded to an under-graduate or post- graduate student who is a member of the Society in good standing, and whose paper is judged by a panel of jury as the best presented paper based on the content, quality and presentation;
- ii. Only a paper actually presented during the Annual Convention of the Society shall qualify for this award;
- iii. The presenting author of a paper shall only be awarded with a certificate, even if the paper is multi-authored;
- iv. The length of a paper shall not exceed 2,000 words and submitted full length paper to the concerned Director within the given time frame.

13. Best Research Paper Award (Maximum 8)

The annual award comprises of a Certificate, presented during an Annual Convention of the Society, on merit basis to a member who presents his research paper in a Technical Session during the Convention. The maximum number of awards for oral presentation and poster presentation shall be 4 each, satisfying the following conditions:

- i. To be awarded to a faculty/researcher who is a member in good standing;

- ii. Maximum of one for poster and one for oral presentation in each of the discipline of (a) Farm Machinery and Power, (b) Soil-water Conservation / Irrigation and Drainage Engineering, (c) Post-harvest, Process and Food Engineering, (d) Energy in agriculture shall be given;
- iii. A panel of jury appointed by the Vice-President (Technical) in consultation with president for each discipline shall recommend the best research paper presented during the discipline-wise Technical Session(s);
- iv. The selection criteria for best oral / poster presentation shall be (a) definition of problem, objectives and methodology, (b) data, analysis and interpretation of results, (c) practical utility of findings, and (d) presentation quality.
- v. A full-length research paper has been submitted (as per the guidelines of JAE) to the concerned Director within the prescribed time frame.

13. BEST CHAPTER AWARD (1 award)

This annual award carries a certificate and ISAE memento, and awarded during ISAE Annual Convention based on application by Chapters of the Society, satisfying the following criteria:

- a. Enrolment of maximum members and subscription collection by a Chapter,
- b. Activities of a Chapter during previous financial year (prior to ISAE Convention year) such as organization of regional Convention/ Seminar/ Workshop/ Guest lecture/ webinar, and regular submission of quarterly activity reports to the ISAE Headquarter.
- c. Maintenance of Annual accounts of a Chapter, and submission to the ISAE Headquarter within stipulated time.
- d. A Chapter would qualify for the award when (a) there is no pending submission of certified Account Statement to the ISAE Headquarter, and (b) no pending dues of the Headquarter exist on account of saving arising out of organization of Annual Convention/Workshop/Conference and/or any other event under the banner of the Society.
- e. Mobilization of sponsorships and generation of funds for chapter activities.
- f. Liaison with industry and line department.
- g. Recognition of contribution of Chapter or its members by State/Central government, industry or NGO
- h. Conduct of regular meetings of CEB/ other meetings of a Chapter, and submission of proceedings to the ISAE Headquarter
- i. Contribution of papers to JAE/AET by its members.

14. ISAE-TAFE Sivasailam Memorial Student Gold Medal Award (Maximum 2)

- i. This is the best master/ Ph.D thesis annual award, sponsored by M/S TAFE Ltd., Chennai, carries a gold medal, a certificate, and cash prize of Rs. 10,000/- for M.Tech. degree and 15,000/- for Ph.D. degree holder. The award shall be conferred on application basis to maximum of two Life / Annual members (with good standing at least for last three years), one each for the best M. Tech. and Ph.D. Thesis/ Dissertation on which a degree in Agricultural Engineering (Farm machinery and power) had been awarded during the previous calendar year of the year of presentation of the award.

- ii. The candidates shall apply in prescribed form along with (a) an extended Abstract (not exceeding 4 pages in Times New Roman, Font 12), and (b) a copy of the Thesis. Soft copy of research paper(s) published/accepted for publication based on thesis/dissertation should also be submitted. The application is required to be duly certified by the Dean/Head of the College/Department.
- iii. Each University / Institution awarding such degrees can recommend maximum of one candidate in a year;
- iv. A Committee comprising of eminent professionals in the field of farm machinery & power and a representative of M/S TAFE Ltd. appointed by the President in consultation with the Executive Committee of the Society shall evaluate the proposals received, and recommend suitable candidate(s) to the Executive Committee. The evaluation would be based on guidelines prescribed by the Executive Committee.

ARTICLE R15: EDITORIAL BOARD

R15.1 There shall be one Editor-in-Chief for each regular publication of the Society, who shall be assisted by an Editorial Board for bringing out publication effectively. The President, ISAE, or his nominee, shall preside over the meetings of the Editorial Board. The Secretary General shall be ex-officio member of an Editorial Board. The Editors-in-chief shall be members of the Executive Committee and ISAE Council.

R15.2 The Editors-in-chief shall be nominated (with his / her consent) by the Executive Committee amongst Life members with prior editorial and publication experiences, and shall have approval of the ISAE Council. The tenure of an Editor-in-chief shall be of three years, extendable by one more term of three years, as approved by the ISAE Council, and agreed by the Editor-in-chief. The Editor-in-chief of JAE shall be assisted by one Editor for each subject matter Division of the journal. Each Editor, in consultation with the Editor-in-chief, shall select maximum of 5 Associate Editors, which shall take approval of Executive Committee. In case of vacancy of an Editor-in-chief, the senior-most Editor shall function as Editor-in-Chief until regular nomination of Editor-in-chief by the Executive Committee and ISAE Council is made. If necessary, the ISAE Council/Executive Committee may request him/ her to continue till further arrangement is made.

The Editorial Board of Agricultural Engineering Today and E-newsletter shall comprise of an Editor-in-Chief and maximum of four Editors. The criteria for Editorial Board constitution shall be decided by a Committee headed by the President, ISAE, and shall have approval of the Executive Committee / ISAE Council. The following three publications, but not limited to, will be brought out by the respective Editorial Boards either in print or e-publication, or both:

1. The Journal of Agricultural Engineering (JAE): It shall only publish high quality original research papers falling under aims and objectives of the journal / Society. It will be published quarterly in English language, in hard as well in online mode.
2. The Agricultural Engineering Today (AET): It shall quarterly publish technical/ popular article/ success story/ brief of new technology/database and latest happenings in agricultural engineering covering aims and objectives of the Society. It will be a mouth piece magazine of the Society for common people/students/industry and will be published in English language in both hard copies and in online mode.

3. The E-newsletter shall be published bi-monthly. It shall cover the latest happenings in the society, India and the world in the domain of aims and objectives of the society in online model only.

The Society may publish any other publication with approval of the Executive Committee/ ISAE Council, as and when feel necessary in fast changing world of science.

R15.2.1 Responsibility of Editor-in-Chief (JAE)

- To motivate the members and invite recognised scientists/professionals to contribute high quality original research papers;
- To get manuscripts timely reviewed from a list of reviewers, and keep the authors informed about the status of publication in time bound manner;
- To prepare list of potential reviewers for unbiased review of manuscript;
- To get the accepted manuscript properly edited and proof-read;
- To develop good liaison with printing and publishing company for timely good quality printing;
- To get distribution network established for sale of the journal in India and abroad in consultation with the Executive Committee; and
- To automate publication process through website portal

R15.2.2 Responsibility of Editor-in-Chief (AET)

- To motivate the members and invite renowned persons working in the fields of aims and objectives of the Society to contribute popular articles, technical papers, success stories, policy papers, Govt schemes, etc. of the current interest.
- To encourage free lancing by the members for news related to agricultural engineering in the region, College or Institution with due credits;
- To prepare list of potential reviewers for unbiased review of technical/popular articles;
- To mobiles advertisements and sponsored feature articles/advertorials from the related industry;
- To identify and publish success stories in different areas of agricultural engineering;
- To publish a regular column on recent data on various aspects of agricultural engineering brought out by different agencies;
- May reproduce articles of general interest published by international or overseas organizations by taking proper permission from the publisher(s);
- To get manuscripts properly edited and proof-read before printing;
- To develop good liaison with printing and publishing company for quality printing
- To get distribution network established for sale in India and abroad in consultation with the Executive Committee;
- As and when appropriate should have a “letter to editor” column to give voice to the concerned of the members;
- To put all efforts to make AET a peoples’/youths/ industry/ entrepreneur magazine and quick spread throughout country;
- To bring out the publications of AET on time;
- To automate publication process through website portal

R15.2.3 Editor-in-Chief (E-Newsletter)

- To motivate the members to contribute member news, Chapter news and activities;
- To publish information on national and international news and events of current interest and also include upcoming events;
- To introduce interactive and innovative columns to keep alive the interest of the readers;
- To attract advertisements for mobilization of funds for the society;
- To publish burning issues, students' activities and happenings of the Society;
- To bring out issues on time and spread them quickly throughout world.

ARTICLE R16: CHAPTER

R16.1 For furtherance of the mission and objectives of the Society, the ISAE Council may approve establishment of a Chapter to serve a specified geographical area of India. A proposal for a new Chapter shall have signatures of at least 30 members of the Society normally residing/ employed within the geographical limits proposed for the Chapter, and submitted to the President of the Society.

R16.2 Each Chapter shall have a Chapter Executive Body (CEB) comprising of the following members, and shall be in office for three years from the date of election.

- | | |
|-----------------------------------|---------|
| (a) Chairperson | :One |
| (b) Vice-Chairperson (Technical) | :One |
| (c) Vice-Chairperson (Activity) | :One |
| (d) Secretary | :One |
| (e) Joint Secretary-cum-Treasurer | :One |
| (f) Councillor | : Four |
| (g) Student representative | : Two** |

*The role of the Chairperson, Vice-Chairperson (Technical, Activity) of a Chapter are synonymous with that of the President, Vice-president (Technical Council, Activity Council) at the Headquarter.

** One each male and female student be co-opted, without voting rights, by the CEB in its first meeting after election.

R16.3 The CEB of a Chapter may nominate a senior member (as Dean, College of Agricultural Engineering / Vice Chancellor / Director of Institution located at the location of the Chapter) as Patron of that Chapter. The term of the Patron shall be co-terminus with the CEB that had nominated the person as Patron.

R16.4 Each Chapter shall conduct its affairs under the provisions of the Constitution, Bye-laws and Rules of the Society. However, a Chapter may formulate its own additional Byelaws and Rules that do not contravene or contradict the provisions of the Constitution, Byelaws and Rules of the Society. The Byielaws framed by a Chapter shall come into effect only after approval of the ISAE Council.

R16.5 A Chapter represents the Society at state/local level within a prescribed geographical area of India, and shall require the consent of the President of the Society for any activity on behalf of the Society. There is no provision for independent registration (under the Registration Act) of a Chapter of the Society.

R16.6 The Chairperson of the Chapter shall be an ex-officio member of the ISAE Council of the Society.

R16.7 If an elected/nominated member fails to perform his/ her duties, he/she may be removed from the office by 2/3rd majority of the members of the Chapter Executive Committee present in a meeting. Elected members shall be eligible to contest only two times for the same position. Nominated / Co-opted members shall be eligible for two consecutive terms, if CEB nominates him/her again.

R16.8 The Secretary of a Chapter shall forward reports of all its meetings, activities to the Headquarter of the Society, and submit audited financial statement at the end of each financial year to the Secretary General within 4 months of expiry of the previous financial year.

R16.9 A Chapter shall annually deposit 50% of total saving arising from Workshop/ Seminar/ Symposia/ Meeting organized by it and donation received by it to the Headquarter of the Society.

R16.10 Any financial contribution to and from a foreign agency shall be exclusively through ISAE Headquarter, and first credited to the account of the Headquarter.

R16.11 A Chapter will be qualified to obtain grant from the Society Headquarter in the form of:

- (a) Thirty per cent of total membership fee received by the Headquarter from a Chapter shall be refunded to the Chapter annually, subject to regular submission of audited account by the said Chapter.
- (b) Twenty-five per cent of the total amount collected annually by a Chapter through advertisement in publications of the Society, and credited to the account of the Headquarter, shall be refunded by the Headquarter, subject to regular submission of certified / audited account by the said Chapter.
- (c) Non-submission of (a) certified/ audited annual account statement, and (b) any clearing of all dues of the Headquarter on account of savings arising out of organization of Annual Convention/Workshop/Conference and/or any other event under the banner of the Society shall disqualify a Chapter for further grant from the Headquarter.

R16.12 An Institution hosting Annual Convention of the Society shall return the net saving arising out of Convention, excluding the grants received from various Institutions applied and arranged by the Headquarter, to the Headquarter of the Society along with an audited balance sheet within six months of closing of the Convention. The Society Headquarter shall thereafter pay 25 % of net profit, if any, arising out of the net receipts of the Convention to the concerned/nearby Chapter for use in promotional activities of agricultural engineering profession.

The host organization of a Convention of the Society shall maintain a separate bank account in the name of the Convention. Similar procedure would be followed by a host organization hosting a Conference/ Seminar/ Symposia of the Society. The society may give token seed money to host institute in this account, which shall be refunded by the convention's organiser along return of savings arising out of organizations of conventions/conferences, if any within six months of closing of that conventions/conferences.

R16.13 A decision / advice of the Executive Committee of the Society shall be binding for a Chapter.

R16.14 The ISAE Council may, at its discretion, close a Chapter after giving it a notice of three months and after considering any explanation which the Chapter may tender, on account of

any one of the following reasons:

- (a) Failure of the Chapter to maintain at least 30 members in good standing and conduct election of the Chapter by the CEB as per the Constitution, Byelaws, Rules of the Society
- (b) Failure of the Chapter to hold at least 3 meetings of the CEB each year,
- (c) Failure to submit audited/ certified account, and annual statement of the activities, for 2 consecutive years,
- (d) Failure in regular submission of event write-up with good quality photograph for e-Newsletter for 2 consecutive years,
- (e) Any activity declared by the ISAE Council as detrimental to the interest of the Society.

R16.15 Each Chapter shall have an “ISAE Student Unit”, who shall organize activities/ competitions relevant to the agricultural engineering profession, and encourage student participants through distribution of certificate/ award as deemed fit by the CEB.

R16.16 A Chapter shall endeavour to organize at least two regional Seminar/ Conference/ Convention. Events like expert lecture, motivational talk, technical presentation, Industry Interaction meet, exhibition/ mela, student competition should be regular features among the activities of a Chapter. Special efforts on placement, training, internship of students in professional issues through interface and coordination with local line departments and industry should receive special attention of a CEB.

ARTICLE R17: EXECUTIVE COMMITTEE

R17.1 The members of the Executive Committee as defined in the Bye-laws shall hold office for three years, or until another Executive Committee is duly constituted.

R17.2 A member of the Executive Committee absenting himself/herself without leave, for two consecutive meetings, or not discharging the duties assigned to him/her for more than six months shall cease to be a member of the Executive Committee.

R17.3 If an elected/nominated member fails to perform his/ her duties, he/she may be removed from the office by 2/3rd majority votes of members of the Executive Committee present in a meeting.

R17.4 A vacancy occurring in the Executive Committee, except that of President, shall be filled by nomination by the Executive Committee within two months of such an occurrence.

R17.5 The powers and functions of the Executive Committee shall be:

- (a) To monitor the affairs of the Society in accordance with these presents;
- (b) To enact, amend, or repeal Bye-laws and Rules in harmony with the Constitution, after the approval/ratification of the Governing Body;
- (c) To monitor the funds of the Society;
- (d) To raise funds by way of membership, subscription, donation, grants, paid advertisements, endorsement of a product etc. to meet the expenses of the Society;
- (e) To sell, mortgage, change or otherwise dispose-off or deal with all or any property of the Society (not exceeding Rupees Two Lakh in each case) for promoting the aims and objectives of the Society;

- (f) To enrol members;
- (g) To take cognizance of any matter affecting the Society or the conduct of a member;
- (h) To interpret these presents subject to the provisions of the Societies Registration Act XXI of 1860;
- (i) To fix prices of publications of the Society for members and non-members;
- (j) Generally, to do such other things as are conducive to the achievement of the aims and objectives of the Society.

R17.6 The members of the Executive Committee, or of duly appointed sub-Committees / Panels shall not be held liable in respect of any act done in good faith.

ARTICLE R18: ISAE COUNCIL

R18.1 ISAE Council shall remain the apex decision making body. However, in matters of policy decision, approval/ ratification of the General Body would be essential.

R18.2 The members of the ISAE Council as defined in the Bye-laws shall hold office for three years, or until another Council is duly constituted.

R18.3 A member of the ISAE Council absenting himself/ herself, without leave, for two consecutive meetings, or not discharging the duties assigned to him/her for more than six months, shall cease to be a member of the ISAE Council.

R18.4 A vacancy occurring in the ISAE Council, except that of the President, shall be filled by nomination by the Executive Council within two months of such an occurrence.

R18.5 If an elected/nominated member fails to perform his / her duties, he/she may be removed from the office by simple majority of votes in a ISAE Council meeting.

R18.6 The powers and functions of the ISAE Council shall be:

- (a) To monitor the affairs of the Society in accordance with these presents;
- (b) To enact, amend, or repeal Bye-laws and Rules in harmony with the Constitution subject to satisfying the Constitution, Bye-laws and Rules of the Society;
- (c) To monitor the funds of the Society;
- (d) To raise funds by way of membership, subscription, donation, grants, etc. to meet the expenses of the Society;
- (e) To mortgage, change or otherwise dispose-off non-performing assets or deal with all or any property of the Society (not exceeding Rupees Five lakh in each case) for promoting the aims and objectives of the Society;
- (f) To buy a property and/or invest in Government/ RBI security/ Bond/ Instrument and/or scheduled bank deposit from funds of the Society kept in bank in order to earn secured revenue. The approval/ ratification of the General Body shall be duly obtained.
- (g) To enrol members;
- (h) To take cognizance of any matter affecting the Society, or the conduct of a member;
- (i) To interpret these presents subject to the provisions of the Societies Registration Act XXI of 1860;
- (j) To fix prices of publications of the Society for members and non-members;
- (k) Generally, to do such other things as are conducive to the achievement of the aims and objectives of the Society, with approval/ ratification of the General Body.

R18.7 The members of the ISAE Council, or of the duly appointed sub-Committee/ Panel shall not be held liable in respect of any act done in good faith.

ARTICLE R19: ELECTION

R19.1 There shall be a three-member Election Committee with a Chairperson and two members, duly appointed by the ISAE Council to conduct election for the positions mentioned below. The Election Committee shall be appointed at least 5 months prior to completion of tenure of the present Executive committee.

The Election shall be held for the following positions:

- 1) President
- 2) Vice-President (Technical Council)
- 3) Vice-President (Activity Council)
- 4) Secretary General*
- 5) Director (Farm Machinery and Power)
- 6) Director (Soil and Water Engineering)
- 7) Director (Agricultural Structures & Process Engineering)
- 8) Director (Energy, Bio-engineering)
- 9) Director (Industry, Start-up and Entrepreneurship)**
- 10) Director (Gender Issue)***
- 11) Director (Membership and Public Relations)
- 12) Director (Education, Research, Extension)
- 13) Director (Awards and Placement)
- 14) Director (State Services)
- 15) Director (E-Services)*
- 16) Director (International Co-operation) #

* Member of the Society residing in the National capital region (NCR) of Delhi only are eligible

** Elected among Life member/Corporate member associated with industry and corporate

*** Reserved for women members.

In case no candidate contests for the post of Director (International Cooperation), which is reserved for Life members residing/employed outside India, EC shall nominate a suitable candidate with his/ her consent

R19.2 The Election Committee shall conduct free and fair election using secured on-line mode. Adequate funds for conduct of elections shall be made available in advance by the Executive Committee, and the Treasurer/ Secretary General shall arrange timely payment of election expenses on actual basis. The Office of the Secretary General shall provide necessary logistic support to the Election Committee.

R19.3 The powers of EC and ISAE Council for decision on policy / MoU signing and any other decisions which can affect the Society in any way in the long/ short term remain ceased from the date of election notification. Only essential day-to-day expenses/routine activities will be carried out by the EC and ISAE Council.

R19.4 A candidate for a post, except that for the post of President, should: (1) have atleast ten (10) years of Life membership in the Society in good standing, and (2) possess good leadership experience.

R 19.5 A candidate for the post of President shall be Life member for at least 15 years; served the Society as a President/ Vice-President/ Secretary General/ Editor-in-chief of periodicals/ Director/ Chairperson of Chapter. The candidate must have held management positions, not below the rank of Dean, Project Coordinator, Director, President of industry.

R19.6 A member can contest for one post only.

R19.7 The Election Committee shall invite applications in online or Offline mode, scrutinize the applications received for the election of various posts, and prepare a final list of eligible candidates. The list will be immediately displayed on the ISAE website for at least a week, and will give opportunity to a candidate to withdraw his/ her application, if so desired, during the period as prescribed by the Election Committee. The Election Committee will again put on display the final list of contestants for each post along with their biodata not exceeding more than one page. Voting period should be at least of 21 days starting from the seventh day of last date of withdrawal of nominations. The Secretary General shall provide updated voter list to the Election Committee within 15 days of announcement of election schedule. No member enrolled after the date of announcement of election date shall be eligible to vote in the election.

Any member eligible to vote and in good standing may propose the name of a candidate, and another member may second the name of candidate for a post to the Election Committee by submitting an election form for each candidate along with a signed statement of the candidate that he/she is willing to hold office if elected.

In case no valid nomination is received for a post(s) under election, the same shall be filled by nomination in first meeting of the newly elected Executive Committee and ratified by the ISAE Council.

R19.8 The Election Committee shall prepare online/offline ballot paper along with voting instructions, and upload on the website of the Society as well as e-mail to all eligible voters at least 21 days before the last date of casting of vote. Election online voting process should be kept open for not more than 30 days.

R19.9 The election process, including announcement of results, shall be completed at least 30 days before completion of tenure of the present Executive Committee/ Council.

R19.10 The members of the election committee shall have the right to vote, but shall not contest for any post. The election committee can hire any agencies with high credentials for online secure, free and fair election in reasonable cost.

R19.11 Election of the Chapter

R19.11.1 The election of a Chapter Executive Body comprising of the members as mentioned at R16.2 or as below, shall be conducted and completed prior to 30 days before completion of three years term of the current Executive Committee.

(a) Chairperson :One

- (b) Vice-Chairperson (Technical) :One
- (c) Vice-Chairperson (Activity) :One
- (d) Secretary :One
- (e) Joint Secretary-cum-Treasurer :One
- (f) Councillor : Four

R19.11.2 The Chapter Executive Body of a Chapter shall appoint a three-member Election Committee comprising of senior members amongst Life members of the Society attached to the Chapter.

R19.11.3 A potential candidate should (a) have atleast ten (10) years of Life membership in the Society in good standing, and (b) possess good leadership experience.

R19.11.4 An eligible member can contest for one post only.

R19.11.5 The Chapter Election Committee shall invite applications in online/Offline mode, scrutinize the applications received for the election of the above posts, and prepare a final list of candidates. A member eligible to vote and in good standing may propose the name(s) of candidate(s) for post(s) to the Election Committee by submitting an election form for each candidate along with a signed statement of the candidate that he/she is willing to hold office if elected. In case, no valid nomination is received for any of the post(s), the same shall be filled by nomination in first meeting of the newly elected Chapter Executive Body.

R19.11.6 The Chapter Election Committee shall prepare the online/offline ballot form along with voting instructions and get uploaded on Society/Chapter website as well as e-mail to all eligible voters at least one (1) month before the last date of polling. If Election is online; voting process may be kept open not for more than 21 days.

R19.11.7 The Chapter election process, including announcement of results, shall be completed at least 30 days before completion of tenure of the present Chapter Executive Body.

R19.11.8 The members of the Election Committee shall have the right to vote, but shall not contest for any post.

ARTICLE R20, MEETINGS

R20.1 The Society shall hold Annual General Body Meeting, ISAE Council meeting (at least Bi-annually), Executive Committee meeting (at least Bi-monthly), Chapter Executive Body meeting, technical meetings and other meetings at appropriate time and place as determined by the Executive Committee/body. The President ISAE shall have power to call more meetings as per requirements and necessity.

R20.2 Quorum of meetings shall be as per registration of society act in force time to time.

R20.3 Meetings shall be conducted in accordance with these presents following the normal parliamentary procedure.

ARTICLE R21: FINANCE AND ACCOUNTS

- R21.1** All funds and properties of the Society shall be managed by the Executive Committee, and the receipts shall be deposited in an account with a scheduled bank approved by the ISAE Council.
- R21.2** All cheques/ financial instruments shall require joint signatures of the Treasurer and the Secretary General. In absence of the Treasurer or the Secretary General, the President shall be the second joint signatory.
- R21.3** An Imprest amount of ₹ 5,000 /- (rupees five thousand) only will be kept with the Treasurer for the day-to-day contingent expenditure, and shall be advanced to individuals with the approval of the Secretary General, for current disbursement by the Treasurer or the Secretary General. A proper account ledger shall be maintained and countersigned by both Secretary General and Treasurer. Quarterly statements on the utilization of Imprest amount shall be provided to the President by the Treasurer.
- R21.4** Any one-time expenditure more than ₹2,000/- (Rupees two thousand) and up to ₹2,00,000/- (Rupees two lakh) will require written approval of the President. Any expenditure of more than ₹2,00,000/- (Rupees two lakh) but less than ₹10,00,000/- (Rupees ten lakh and one) will require approval of the Executive Committee, and shall be ratified by the ISAE Council. Expenditure more than ₹10,00,000/- (Rupees ten lakh and one) up to ₹25,00,000/- (Rupees Twenty-five lakh) shall be sanctioned by the ISAE council and that needs ratification in the forthcoming AGM/GBM. Any expenditure of more than ₹25,00,000/- (Rupees twenty-five lakh) and sale/purchase/mortgage of any fixed capitals/properties such as flats, lands etc. needs prior approval of the GB.
- R21.5** The Secretary General shall maintain and verify Asset Register and other required Books for maintaining proper record of properties and assets of the Society. The Treasurer shall maintain and verify proper Books of Account, vouchers, and other financial records of annual accounts of the Society.
- R21.6** Accounts of the Society shall be audited annually by a chartered auditor appointed by the Executive Committee.
- R21.7** Each Chapter will have a separate bank account opened in a scheduled bank located at the location of the office of the Chapter. An Imprest amount approved by the Chapter Executive Body shall be utilized to meet sundry expenses of the Chapter.
- R21.8** A Chapter shall have the right to raise funds through sponsorship, donation, etc. for its activities as described in the Society Bye-laws.
- R21.9** Each Chapter shall maintain Asset Register and other required Books for maintaining proper record of properties and assets of the Chapter. The Joint Secretary-cum-Treasurer shall maintain and verify proper Books of Account, vouchers, and other financial records of annual accounts of the Chapter. Account of each Chapter shall be duly audited annually (i) either by a Committee of 3 Life members of the Society (who are not members either of the CEB or other committees of the Chapter, individually or severally) appointed by the CEB when the annual revenue of the Chapter is 50,000/- (rupees fifty thousand) or less; or (ii) otherwise by a chartered auditor appointed by the Chapter Executive Body.

ARTICLE R22: AMENDMENT

R22.1 A Rule may be amended at a General Body Meeting (AGM / GBM) by simple majority of votes cast by the eligible members present in the meeting. Amendments in rules shall be proposed by a member eligible to vote, and seconded by ten eligible members. The amendment agenda shall first shall be submitted to the Secretary General, who will put up to the Executive Committee/ISAE Council as per By-law B9.1 to B9.3 for endorsement before including in the agenda of a subsequent AGM/GBM for approval as mentioned above.

ARTICLE R23: DISSOLUTION OF SOCIETY

R23.1 Any number not less than 90 % of the members on roll of the Society may determine that society shall be dissolved, and thereupon it shall be dissolved forthwith, or at the time when agreed upon, and all necessary steps be taken for the disposal and settlement of the property of the Society, its claims and liabilities, according to the Rules of the Society applicable thereto, if any. If not, then as the Executive Committee shall find expedient, provided that, in the event of any dispute arising among the said Executive Committee or the members of the Society, the adjustment of its affairs shall be referred to the Principal Court or Original Civil Jurisdiction of the district in which the Registered Office of the Society is situated. Provided that, the Society shall not be dissolved unless 90% or more of the eligible members on roll shall have expressed a written wish for such dissolution by their votes delivered in person, or by proxy, at a Special General Body meeting physically or in online mode convened for the purpose.

R23.2 Provided that whenever any Government is a member of, or a contributor to, or otherwise interested in the Society registered under this Act, the Society shall not be dissolved, without the consent of the Government of the State of registration.

R23.3 If upon the dissolution of the Society registered under this Act there shall remain, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the said Society or any of them, but shall be given to some other Society, to be determined by the votes of not less than 2/3rd of the members present personally or by proxy at the time of the dissolution, or in default thereof, by such Court as aforesaid.

ARTICLE R24: GENERAL

R24.1 All the provisions of the Societies Registration Act XXI of 1860 (Punjab Amendment Act, 1957) as extended to the Union Territory of Delhi will apply to this Society.

R24.2 Whenever it shall appear to the Executive Committee of the Society, which has been established, for the particular purpose already stated in the Constitution of the Society, that it is advisable to alter, extend or abridge to or for other purposes within the meaning of the Societies Registration Act XXI of 1860 (Punjab Amendment Act, 1957) as extended to the Union Territory of Delhi or to amalgamate the Society either wholly with any other Society, the Executive Council may submit the proposition to the Members of the Society in a written or printed report and may convene a special meeting of General Body for the consideration thereof according to the Rules of the Society. The proposal shall require affirmative votes of 90% or more members on roll on the books of the Society.

MEMORANDUM OF ASSOCIATION

INDIAN SOCIETY OF AGRICULTURAL ENGINEERS

(Registered No. 4027 dated 12 February 1969)

1. The name of the Society shall be "Indian Society of Agricultural Engineers". It shall be a professional non-profit organization.
2. The registered office of the Society shall be in New Delhi.
3. The aims and objectives of the Society shall be:
 - (a) To promote and encourage the development of the profession of Agricultural Engineering in all its branches and to coordinate its various activities, and
 - (b) To advance the standard of Agricultural Engineering in the areas of research and education and its practical applications.

The tagline of the Society approved earlier in EC shall be as

ISAE

.... Connecting Engineers in Agriculture

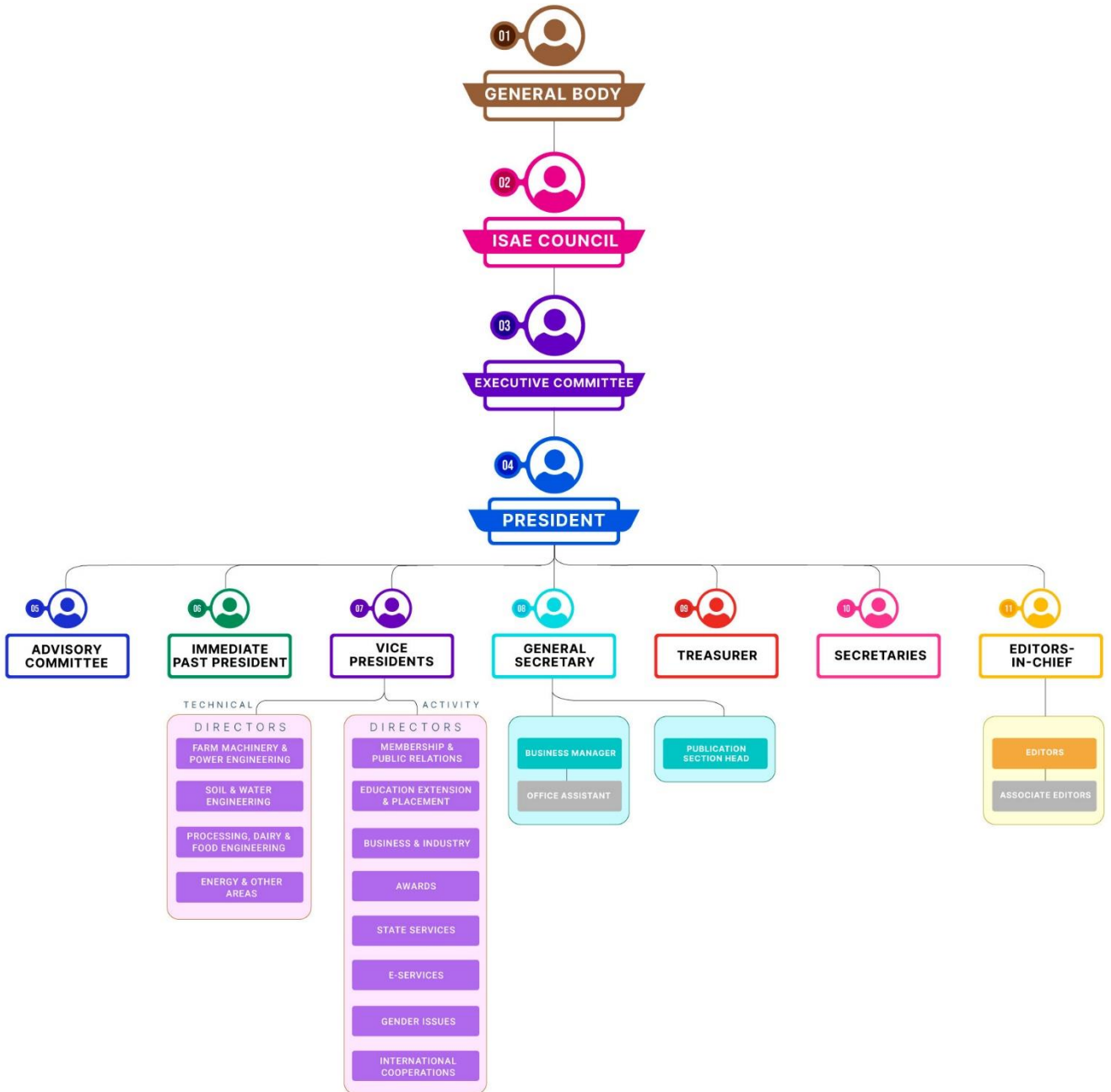
4. The Society shall have the powers to do all lawful acts, deeds and things as are incidental or conducive to the furtherance and attainment of the above aims and objectives.
5. The management of the affairs of the Society and its properties shall be entrusted to an Executive Committee and ISAE Council which shall function in accordance with the bye-laws and Rules of the Society.
6. The names, occupations, designations and addresses of the members who formed a Society named Indian Society of Agricultural Engineers under the Societies Registration Act XXI of 1860 (Punjab Amendment Act, 1957) as extended to the Union Territory of Delhi, in pursuance of this Memorandum of Association are given below:

Name	Address
Shri J.K. Jain	Joint Commissioner (Minor Irrigation), Min. of Food, Agri., C.D. & Coop. (Department of Agriculture), Krishi Bhavan, New Delhi.
Shri P.J. Zachariah	Joint Commissioner (Machinery), Min. of Food, Agri., C.D. & Coop. (Dept. of Agriculture), Krishi Bhavan, New Delhi.
Shri D.N. Kherdekar	Director, Agricultural Implements, Min. of Food, Agri., C.D. & Coop. (Dept. of Agriculture), Krishi Bhavan, New Delhi
Shri M. L. Taneja	Specialist, Agril. Implements, Min. of Food, Agri., C.D. & Coop., Room 115, B-Wing, Shastri Bhavan, New Delhi
Shri J. S. Bali	Deputy Commissioner (Soil Conservation Engg.), Min. of Food, Agril., C.D. & Coop. (Dept. of Agriculture), Room No. 398 A, Krishi Bhavan, New Delhi
Shri C. S. Sridharan	Deputy Agril. Commissioner (Engg.), I.C.A.R., Krishi Bhavan, New Delhi
Shri S. S. Behl	Asst. Extension Officer, Implement Unit, Min. of Food, Agril, C.D. & Coop., Krishi Bhavan, New Delhi

ANNEXURES

Annexure I

ISAE Organogram



Annexure II

Approved Chapters in 2022

S. No	Chapters' Name	Addresses
1)	ISAE Akola Chapter	Dr. Panjabrao Deshmukh Krishi Vidyapeeth, Akola (MS)-444104
2)	ISAE Allahabad Chapter	Vaugh Institute of Agricultural Engineering and Technology Sam Higginbottom University of Agriculture, Technology and Sciences, Prayagraj- 211007, U.P.
3)	ISAE Anand Gujrat Chapter	College of Food Processing Technology and Bioenergy, Anand Agricultural University, Anand (Gujarat)- 388110
4)	ISAE AP Chapter	Dr. NTR College of Agricultural Engineering, Karlapalem Road, Bapatla- 522101
5)	ISAE Arunachal Pradesh	Department of Agricultural Engineering, NERIST, Itanagar, NIRJULI- 791109, Arunachal Pradesh
6)	ISAE Assam NE (except Sikkim and Arunachal) Chapter	Department of Food engineering and Technology, Tezpur University, Napaam, Tezpur, Assam- 784028
7)	ISAE Bengaluru, Karnataka Chapter	College of Agricultural Engineering G.K.V.K. Campus, Bangalore 560065, Karnataka
8)	ISAE Bhopal Chapter	ICAR- Central Institute of Agricultural Engineering, Nabibagh, Berasia Road, Bhopal- 462038, Madhya Pradesh
9)	ISAE Bihar Chapter	College of Agricultural Engineering & Technology, Dr. Rajendra Prasad Central Agricultural University, Pusa, Samastipur, Bihar- 848125
10)	ISAE Coimbatore Chapter	College of Agricultural Engineering and Research Institute, Tamil Nadu Agricultural University, Coimbatore- 641007, Tamil Nadu
11)	ISAE Dapoli Chapter	College of Agril. Engineering & Technology, Dapoli – 415712, Maharashtra
12)	ISAE Delhi Chapter,	Division of Agricultural Engineering, ICAR-IARI, New Delhi- 110012
13)	ISAE Haryana Chapter,	College of Agricultural Engineeringf, CCS Haryana Agricultural University, Hisar- 125004
14)	ISAE Himachal Chapter	CSKHPKV, Palampur- 176061
15)	ISAE J&K Chapter	College of Agricultural Engineering, Sher-e-Kashmir University of Agricultural Sciences and Technology, Shalimar, Srinagar (Jammu and Kashmir)
16)	ISAE Jabalpur Chapter	CAE, Jawaharlal Nehru Krishi Vishwa Vidyalaya, Jabalpur, M.P.- 482004
17)	ISAE Jharkhand Chapter	College of Agricultural Engineering, Birsa Agricultural University, Kanke, Ranchi-834 006, Jharkhand
18)	ISAE Junagadh Gujarat Chapter	College of Agricultural Engineering & Technology Junagadh Agricultural University, Junagadh- 362001,

		Gujarat
19)	ISAE Kerala Chapter	KCAET, Tavanur, Kerala – 679573.
20)	ISAE Kharagpur Chapter	Agricultural and Food Engineering Department Indian Institute of Technology, Kharagpur, West Bengal- 721302
21)	ISAE Kolkata Chapter	ICAR- NINFET, Regent park Kolkata, West Bengal
22)	ISAE Lucknow Chapter	Division of Agricultural Engineering, ICAR - Indian Institute of Sugarcane Research, Raebareli Road, Post: Dilkusha, Lucknow- 226002, UP
23)	ISAE Mumbai Chapter	ICAR-CIRCOT, Adenwala Road, Matunga, Mumbai- 400019, Maharashtra
24)	ISAE Narendra Nagar Chapter	CAE, Narendra Dev Nagar, Ambedkar Nagar, UP
25)	ISAE Odisha Chapter	College of Agril Engg & Technology,OUAT, Bhubaneswar, Odisha
26)	ISAE Pantnagar Chapter	College of Agril Engg & Technology, G.B. Pant University of Agriculture & Technology, Udham Singh Nagar-263145, Uttarakhand
27)	ISAE Parbhani Chapter,	CAE, VNMKV, Parbhani- 431401, Maharashtra
28)	ISAE Punjab Chapter	College of Agricultural Engineering, Punjab Agricultural University, Ludhiana – 141004, Punjab
29)	ISAE Rahuri Chapter	Dr. Annasaheb Shinde College of Agril. Engineering & Technology, Mahatma Phule Krishi Vidyapeeth, Rahuri - 413722, Maharashtra.
30)	ISAE Raichur Karnataka Chapter	College of Agricultural Engineering, Raichur- 584104 University of Agricultural Sciences, Raichur Karnatak
31)	ISAE Raipur Chapter	Swami Vivekananda College of Agricultural Engineering and Technology and Research Station, IGKV, Raipur- 492012, Chhattisgarh
32)	ISAE Sikkim Chapter	College of Agricultural Engineering & Post Harvest Technology, Central Agricultural University, Ranipool, Gangtok, Sikkim
33)	ISAE Telangana Chapter	ICAR-Central Research Institute for Dryland Agriculture KVK- Rangareddy District, Santoshnagar, Saidabad(Post) Hyderabad- 500059, Telangana
34)	ISAE Thanjavur Chapter	NIFTEM-T Pudukkottai road, Thanjavur- 613005, Tamil Nadu
35)	ISAE Udaipur Chapter	College of Technology and Engineering, Maharana Pratap University of Agriculture and Technology, Udaipur- 313001, Rajasthan
36)	ISAE Varanasi Chapter	Department of Farm Engineering, Institute of Agricultural Sciences, BHU, Varanasi, UP

Annexure III

EXECUTIVE COMMITTEE MEMBERS (2021-24)

The names, designation and addresses of the Executive Council members to whom the management and affairs of the Society are entrusted and who had proposed the amendment to the Constitution are given below:

EXECUTIVE COMMITTEE MEMBERS (2021-24)

S. No	Name	Position	Email	
1.	<u>S.N. Jha</u>	President	president@isae.in snjha_ciphet@yahoo.co.in	
2.	<u>Indra Mani</u>	Immediate Past President	past_president@isae.in maniindra99@gmail.com	
3.	<u>D.M. Kadam</u>	Vice President (Activity Council)	vicepresident_ac@isae.in dmkadam11k@gmail.com	
4.	<u>Ambrish Kumar</u>	Vice President (Technical Council)	vicepresident_tc@isae.in aktswc@gmail.com	
5.	<u>P.K. Sahoo</u>	Secretary General	secretarygeneral@isae.in sahoopk1965@gmail.com	
6.	<u>T.K. Khura</u>	Secretary-I	secretary1@isae.in tapankhura2020@gmail.com	
7.	<u>Chandra Shekhar</u>	Secretary-II	secretary2@isae.in agm.engg@indiaseeds.com	
8.	<u>A.K. Thakur</u>	Treasurer	treasurer@isae.in drakthakur65@gmail.com	

Annexure IV

Indian Society of Agricultural Engineers ISAE Council (2021-2024)

President	Dr. Shyam Narayan Jha	snjha_ciphet@yahoo.co.in 9417601715
Immediate Past President	Prof Indra Mani	maniindra99@gmail.com 9868656885
Vice President (Activity Council)	Dr. D.M. Kadam	dmkadam11k@gmail.com 9417596894
Vice President (Technical Council)	Dr. Ambrish Kumar	aktswc@gmail.com 9411393779
Secretary General	Dr. P.K. Sahoo	sahoopk1965@gmail.com 9868679503
Secretary-I	Dr. Tapan Kumar Khura	tapankhura@gmail.com 9968183727
Secretary-II	Er. Chandra Shekhar	agm.engg@indiaseeds.com 9166770583
Treasurer	Dr. Abhay Kumar Thakur	drakthakur65@gmail.com 7903788300, 8986655051
Director (Education, Research, Extension & Placement)	Dr. U.M. Khodke	umkhodke@rediffmail.com 9422178025
Director (Membership & Public Relations)	Dr. M.S. Seveda	seda_mahenda@rediffmail.com 8972002379
Director (Business & Industry)	Dr. D S Balachandra Babu	balachandra.babu@gmail.com 9840062049
Director (International Co-operation)	Dr. Ashutosh Singh	asingh47@uoguelph.ca
Director (Awards)	Dr. K.P. Singh	kp.kp.24@gmail.com 8349526698
Director (Farm Machinery & Power)	Dr. T. Senthilkumar	thasekumar@gmail.com 9842955606
Director (Processing, Dairy & Food Engineering)	Dr. Prabha Kant Pathak	pkpathak65@gmail.com 9450078170
Director (Soil & Water Engineering)	Dr. B.C. Kusre	kusrebharat@gmail.com 9933440970
Director (Energy & other Areas)	Dr. Atul Mohod	atulmohod72@gmail.com 9423874260
Director (State Services)	Dr. Rajeev Choudhary	rajeevchoudhary62@gmail.com
Director (E-Services)	Dr. S.B. Lal	sb.lal@icar.gov.in ; sblall16@gmail.com 9868576205

Director (Gender Issues)	Dr. Kalpana Rayaguru	rayagurukalpana@yahoo.com 9437631812
Editor-in-Chief (Journal of Agricultural Engineering)	Dr. Dipankar De	dipankar52@gmail.com 9899401810
Editor-in-Chief (Agricultural Engineering Today)	Er. Mamta Jain	mamtajain1311@gmail.com
Chief Editor (E-Newsletter)	Dr. Chandra Shekhar	agm.engg@indiaseeds.com 9166770583
Head (Publication Cell)	Dr. M. Hasan	hasaniari40@gmail.com 9868060358
Co-opted Member	Dr. Suchita V. Gupta	suchitavgupta@yahoo.co.in 9423246164
Co-opted Member	Dr. V.R. Sinija	sinijavr@rediffmail.com
Co-opted Member	Dr. Manoj Kumar Sharma	ms@spltech.in

Annexure V

ISAE CONSTITUTION AMENDMENT COMMITTEE Notification



INDIAN SOCIETY OF AGRICULTURAL ENGINEERS

G-4, A-Block (Ground floor),
National Agricultural Science Centre Complex,
Dev Prakash Shastri Marg, Pusa Campus, New Delhi -110012
Tel: 011-21520143 E-mail: isae1960@gmail.com Website: www.isae.in
GSTIN No. 07AAATI6307C1Z3

Notification of ISAE Constitution Amendment Committee

Date: 14.01.2022

The President, Indian Society of Agricultural Engineers (ISAE) with approval of the Executive Council is pleased to form a committee for drafting/amending the existing Constitutions, bye-laws and rules with Terms of Reference (TOR) enumerated as below:

1) Dr. V.M. Mayande (Past President ISAE)	Chairman
2) Dr. N.C. Patel (former ISAE President)	Member
3) Dr. N.S.L. Srivastava (former ISAE President)	Member
4) Dr. D.C. Joshi, VC, AU, Kota, Rajasthan	Member
5) Dr. B.C. Baboo, Industry representatives	Member
6) Er. Rajeev Chaudhary, Director, Agril. Engg, MP Govt.)	Member
7) Dr. Manoranjan Kumar, Principal Scientist, CRIDA, Hyderabad	Member
8) Prof Deben Baruah, Professor &Head (Department of Energy), Tezpur Central University	Member
9) Dr. Dipankar De (Chief Editor, JAE)	Convener
10) Dr. D.M. Kadam (Vice-President, Activity Council)	Member Secretary

TOR for Constitution Amendment/revision Committee

- i. To review the constitution, bylaws and rules of other similar societies/associations of India and abroad.
- ii. To get best of these reviewed societies/associations and draft amended ISAE constitutions/ bye-laws and rules.
- iii. To define constitution of election committee, their power including financial power, after declaration of election.
- iv. To suggest Financial sanctioning power and disbursement rule for executives including President of ISAE
- v. To define clear-cut Power/rights of Nominations of unelected members in executive committee, council and formation of other need based committees
- vi. To recommend expansion of Executive Council including induction elected members, removal of/addition in in ECs including industry and Government agencies, if any,
- vii. Define final authority for decision making in Executive Committee and Executive Council on various issues.
- viii. To recommend power of EC and GB for instituting new awards, signing MOUs with other societies, review of existing MoUs including that of outside country and also suggest guidelines of the same.
- ix. To frame guidelines/eligibilities of awards and also the duties and obligation of awardees.
- x. Any other issues which can help ISAE to become more vibrant, as per present time and beyond.

The committee is also free to consult any bonafide members, groups who work in the mandated field of ISAE to take wider views for incorporation in Constitution/bylaws/rules. It is desirable that a draft may be presented and discussed before the EC and then submitted the amended/ revised constitutions/bylaws of ISAE within two months of notification of this committee.

(S. N. Jha)
President, ISAE