

CONSTITUTION, BYE-LAWS, RULES AND MEMORANDUM OF ASSOCIATION

(Revised and updated)



**Adopted in AGM on
The 9th November, 2022
at Coimbatore**

(Registration No. 4027 dated 12 February 1969)



Indian Society of Agricultural Engineers

**G-4, A-Block (Ground Floor), National Agricultural Science Centre Complex
Dev Prakash Shastri Marg, New Delhi-110012, INDIA**

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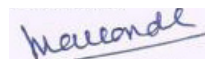
FOREWORD

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, who 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 Programme, Micro-irrigation scheme, Renewable Energy Mission and emphasis on precision/digital agriculture by Government of India across the country have created new opportunities for agricultural engineers. Some state Governments have already created a separate department/ Directorate of Agricultural Engineering and ISAE is pursuing with other states.

Agricultural engineers have to play a commanding role in development of new agricultural 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 about 200 colleges (Government and private) and is likely to expand further. 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 the 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 open 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 organizational 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, Bye-laws and Rules. The committee held seven marathon meetings and deliberated on various clauses in constitution, bye-laws 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 taking this initiative and giving me an opportunity to serve the society as Chairman, ISAE Constitution Amendment Committee and for his valuable inputs during all meetings of 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. N. S. L. Srivastava, Dr. Dipankar De, Late Shri Balchandra Babu, Dr. Manoranjan Kumar, Er. Rajiv Chaudhary, and Dr. Deben Baruah for their active participation and valuable interventions. My special thanks are due to Dr. N. S. L. Srivastava, Dr. Dipankar De and Dr. A. P. Srivastava for their critical review of the final draft document.



(V M Mayande)

Chairman,

ISAE Constitution Amendment Committee
& Past President, ISAE

PREAMBLE

The Indian Society of Agricultural Engineers (ISAE) was formed in 1960 at the Indian Institute of Technology, Kharagpur. It has over six decades 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 Covid-19 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, and contributing in all spheres of engineering and technologies. The Society has been recognized by several institutions, associations not only in the country but has memorandum of understanding with several similar overseas scientific associations. It is now effectively contributing not only to education and research but also its presence has been felt in industries, public and private sectors.

The ISAE during its growth has seen numerous ups and downs and has adjusted itself by bringing new rules and guidelines through several general body meetings and those are placed here and there. Due to the fast changing technologies, social fabrics and aspirations of young professionals, the agricultural engineering also has to change by taking quantum jump to become a self-sustained using strong, transparent and at the same time an amenable constitution, bye-laws 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, put on society website and suggestions given by members were discussed by the committee and incorporated wherever committee felt appropriate in the final draft. It was then approved in the executive committee and in the ISAE Council held on 06/08/2022 and 08/01/2022, respectively. The Revised and updated Constitution, bye-laws and rules was approved and adopted by the GB on 09/11/2022 at Coimbatore and resolved as below:

“We the members of the Indian Society of Agricultural Engineers (ISAE) having solemnly re-resolved to make the ISAE more active Professional and Transparent Society and to provide Opportunity to all its members for a 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 held on the 9th day of November 2022 at TNAU, Coimbatore do hereby adopt, enact and give ourselves this Revised and Updated Constitution, Bye-laws and Rules (2022) to prosper together and serve the Society for betterment of the country in totality.

On behalf of ISAE members



S. N. Jha
President ISAE

Date: 09/12/2022

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1. 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 registered 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 09-11-2022 (Revised, 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 be of 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 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** ISAE Council (IC) shall (i) monitor the activities of the Society, and (ii) have the power to enact, amend, or repeal Bye-laws and Rules in harmony with the Constitution after due approval of GB. Membership of the ISAE Council shall be as defined in the Bye-laws.
- C4.3** Executive Committee (EC) shall conduct the affairs and business of the Society, and shall have authority of form 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** Geographic Units (Chapters) comprising of members (as defined under Rules) in a defined area in India 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 elections as laid down in Bye-laws and rules.
- C5.2** The ISAE Council shall constitute a Central Election Committee (CEC) for election of members of executive committee, technical and activity councils at least 5 months prior to completion of tenure of the ongoing Executive Committee. The Secretary General shall provide the logistic support to the CEC. The members of the CEC shall have voting rights, but not contest for any post. Election process of Headquarter and chapters 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/nominated members shall take oath of office as prescribed in Annexure V and start functioning as described under Bye-laws and rules.

ARTICLE C6: ISAE AWARDS

- C6.1** The Society honours its members, chapters, organisations and other individuals for their outstanding contributions in achieving aims and objectives of the Society. The awards are of two types, i) initiated by ISAE and ii) sponsored by an individual, or organization or an industry/corporate, after getting approval of the Governing Body. The details and criteria of initiating/ sponsoring an award are given in Bye-laws and Rules.

ARTICLE C7: AMENDMENTS TO THE CONSTITUTION

- C7.1** 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 it before the Executive Committee for review, and shall also have the approval of the ISAE Council. Only those proposals for amendment 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.
- C7.2** A proposed amendment would be considered to have been adopted when it is supported by at least two-thirds of the total votes cast by the eligible members present in a General Body Meeting.
- C7.3** Frequent amendments in Constitution, however, should be discouraged; and thus, normally not be taken up before five years of its last amendment.

ARTICLE C8: DISSOLUTION OF THE SOCIETY

- C8.1** The Society shall be dissolved forthwith, or at the time agreed upon, if 90% or more of its members on roll 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.

2. BYE-LAWS

INDIAN SOCIETY OF AGRICULTURAL ENGINEERS (ISAE)

ARTICLE B1: PURPOSE

B1.1 These Bye-laws provide authority and directions 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 engineering and technology in agriculture, natural resources management, environment, energy, food and biological systems through various interventions.

The specific objectives are:

- i. to encourage research, foster education and advance the engineering standard in agriculture,
- ii. to provide consultancy and testing services; and develop standards for agricultural engineering sector, including present day developments,
- iii. 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.,
- iv. to coordinate with national and international organizations,
- v. to develop policy papers and briefs related to agricultural engineering and technology; and
- vi. to publish research journals/popular magazines/periodicals/technical bulletins/ reports/ success stories of development, introduction and adoption of new agricultural engineering technologies, industry related materials and their overall impact.

B2.2 Establishment of mutually beneficial cooperation and working relationship with other 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 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.

B2.5 The Society shall encourage professional development and sense of belonging among 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 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 Chapters, and 3 co-opted members from stakeholders nominated by the President.

B3.3 EXECUTIVE COMMITTEE: The Executive Committee (EC) 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-Chief, Journal of Agricultural Engineering (India) (JAEI)
- 7) Editor-in-Chief, Agricultural Engineering Today (AET)
- 8) Editor-in-Chief, ISAE E-Newsletter
- 9) Treasurer*
- 10) Secretary-1#
- 11) 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 of Delhi for a term co-terminus with that 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 of Delhi; and Secretary-2 shall be nominated (with his/ her consent) by the President to assist him, if necessary; for a term co-terminus with that 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 and when necessary for professional activities.

ARTICLE B4: ELECTION

B4.1 An Election shall be held for different positions listed under rules laid down in article R18.1

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 the 1st April, and ending on the 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 a 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 tenure of the present Executive Committee. The CEC shall consist 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 a free and fair election. The Secretary General shall provide necessary logistics 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 rules R18.
- B4.5** Vacancies, 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. The procedure for filling up of vacancy of the post of President shall be as defined under Rule R11.11(i).
- B4.6** All ISAE Chapters shall complete their election process by 31st July of the election year. Each Chapter Executive Body (CEB) shall constitute a Chapter Election Committee amongst the Life members of the Chapter at least four months before expiry of tenure of the ongoing 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), wherever students are enrolled, by the Executive Body in its first meeting after election.

ARTICLE B5: QUALIFICATION FOR MEMBERSHIP

- B5.1** Qualification for admission and fees for various categories 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 types 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, 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: ISAE AWARDS

B9.1 The Society has two types of awards, i) Initiated by ISAE itself, and ii) Sponsored by an individual, organization or an industry/corporate with their proposed name. The details and criteria of initiating/ sponsoring an award are given in under Rules R15.

ARTICLE B10: AMENDMENT

B10.1 A member on roll and 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.

B10.2 The adoption of a proposed amendment in Bye-laws shall require a simple majority of the total votes cast by the eligible members present in an AGM/GBM.

Frequent amendment in any Bye-law, however, shall be discouraged; and thus, normally not be taken up before five years of its last amendment.

3. 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 meaning hereinafter stated unless it is inconsistent with the objective of the context otherwise:
- (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 Councils.
 - (g) “Chapter” means a duly constituted Chapter of the Society at any location.
 - (h) “ISAE Council” means “a body consisting of members of ISAE Executive Committee, Directors of ISAE Technical and Activity Councils, Chair Persons of different ISAE Chapters and Co-opted Members from Stakeholders nominated by the President.”
 - (i) “Annual subscription” means subscription for one year.
 - (j) A word imparting only the singular count 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 the 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** Chapter Office: 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 respectively of the Society.

ARTICLE R3: MEMBERSHIP

- R3.1** Membership of the Society shall be open to such individuals, companies, institutions and

corporate/industries without discrimination of sex, race, colour, caste, religion, 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 (undergraduate degree or diploma only) in Agricultural Engineering or related subjects from a recognised institution 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 under article R9.1; The student members have no right to vote, contest in Society election, and hold an office of the society. 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 / life member within six months of successful completion of the undergraduate/ diploma 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:** Undergraduate degree/ or Diploma holder in Agricultural Engineering or any other discipline/ Science from a recognised institution, contributing towards 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 in article R9.2. The annual member has no right to hold an office of the society.
- (iii) **Life Member:** Undergraduate and above Degree or Diploma holders in Agricultural Engineering or any other discipline/science from a recognised institution, contributing towards 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 under article R9.3.
- (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 under Rule R 9.4.
- (v) **Institutional Member:** An Institution engaged in award of engineering degree/ diploma and/or training/research/extension 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 under article R9.4.

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 Chairperson 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 or ISAE Council, 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 exempted from payment of any dues or membership fee to the Society.

ARTICLE R6: FELLOW

- R6.1** A Fellow shall be a member of the Society, and 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 awarded. 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 shall donate a one-time amount of ₹ 5,000/- (rupees five thousand only) or as decided time to time by the competent authority as token of appreciation 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 / Symposium / 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 in off/online mode. 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.
- R7.3** For a new admission, the admission fee prescribed from time to time shall preferably 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 preferred 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 (e) conduct against law of the land. 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, caste, creed, religion, race or nationality, and to such bodies who/ which subscribe to the mission and objectives of the Society.

Membership fees w. e. f. 16-08-2022 (subject to revision and notification time-to time by the EC)

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	100,000	100,000	250	1000	100,250	101,000
5.	Corporate member	100,000	100,000	250	1000	100,250	101,000

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) Diploma Studies, and eligible till completion of undergraduate degree/ diploma. Applicable Rule(s) may kindly be referred.

Applicable Payment Gateway Fee. GST / any other applicable charges etc. are extra.

ARTICLE R9: PRIVILEGES OF MEMBER

R9.1 Privileges of ISAE Student Members

- Student Membership Certificate from the Society.
- Opportunity of membership upgrade to Life Member (LM) after completion of Degree/ Diploma by paying applicable membership fee, without paying application fee once again.
- Soft copy of publications (JAEI, AET and ISAE E-Newsletter) free/reduced price as per procedure and rate in vogue.
- To publish his/her research and review work in the publications of the Society.
- To present his/her research and review work in Seminars/Symposia/Conventions.
- Access to authorised content of ISAE website and other facilities of the Society.
- To get discount on other priced publications of the Society.
- To get the benefit of reduced registration fee for convention/ Seminars/Symposium.
- To get reimbursement upto sleeper class train fare to present his/her work in ISAE Symposium/Conventions (to the selected students, on request to the EC following prevailing guidelines).
- Opportunity to get Best Student Paper Presentation (Oral/Poster) Awards, if selected.
- To get mentor service for project work planning, research paper writing, editing, publishing.
- To get recommendation for training in institutes of ICAR/SAU/GoI organizations/ Industries etc.

- xiii. Enrichment of biodata mentioning membership.
- xiv. To apply free for job opening through ISAE website. Fee charged by recruiting agencies may apply.
- xv. Develop networking and sense of belonging with learned members of the Society.

R9.2 Privileges of ISAE Annual Members

- i. Attend and vote in all AGM/ GBM.
- ii. Introduce and second a candidate for any category of membership.
- iii. Move resolutions for amendment of Constitution, Bye-laws and Rules.
- iv. Receive soft copy of publication(s) of the Society (JAEI, AET, E-Newsletter) free of cost at reduced price as per procedure and rates in vogue.
- v. Have access to the authorised contents of ISAE website and other facilities of the Society.
- vi. Reduced registration fees for attending Conventions/ Symposia etc. organized by the Society.
- vii. Entitled to use, after their name, the abbreviated designation as AMISAE.
- viii. May apply free of cost for job opening on ISAE website.
- ix. Enrichment of biodata mentioning membership for better job opportunity.
- x. Updating knowledge through Society publications.
- xi. May publish own thoughts and work in the Society periodicals.
- xii. Apply for an award of the Society for recognition and enrichment of biodata.
- xiii. Interested member may get consultancy/contract research work through Society.
- xiv. Have a sense of belonging among fellow professionals.
- xv. Issues of common interests can be raised through the Society.
- xvi. Develop networking with learned members of ISAE Society.

R9.3 Privileges of ISAE Life Members

- i. Attend and vote in AGM/GBM.
- ii. Introduce and second a candidate for any category of membership.
- iii. Move resolutions for amendment of Constitution, Bye-laws and Rules.
- iv. Hold an office of the Society on being duly elected/nominated.
- v. Receive soft copy of publication(s) of the Society (JAEI, AET and E-Newsletter) free/reduced price as per procedure and rate in vogue.
- vi. Have access to the authorised contents of ISAE website and other facilities of the Society.
- vii. Reduced registration fees for attending Convention/Symposia etc. organized by the Society.

- viii. Entitled to use, after their name, the abbreviated designation as LMISAE.
- ix. May apply free of cost for job opening on ISAE website.
- x. Enrichment of biodata by mentioning membership.
- xi. Updating knowledge through Society publications.
- xii. May publish own thoughts and work in the Society periodicals
- xiii. Apply for an award of the Society for recognition and enrichment of biodata.
- xiv. Interested member may get consultancy/contract research work through the Society.
- xv. Have a sense of belonging among fellow professionals.
- xvi. Issues of common interest may be raised through the Society.
- xvii. Develop networking with learned members of the Society.

R9.4 Privileges of ISAE Corporate Member and Institutional Members

- i. To attend and vote (through its one representative) in Annual/General Body Meetings.
- ii. To introduce and second a candidate for any category of membership.
- iii. To move resolutions for amendments in Constitution, Bye-laws, Rules.
- iv. To receive soft copy of publication(s) of the Society (JAEI, AET, E-Newsletter) free/reduced price as per procedure and rate in vogue.
- v. To receive one journal either JAEI or AET printed copy free for 20 years from the date of membership.
- vi. To have access to the authorised contents of ISAE website and other facilities of the Society.
- vii. Reduced registration fee for attending ISAE conventions/symposia etc. by its representative.
- viii. To post any job vacancy on ISAE website free of cost for wider publicity.
- ix. Updating knowledge through Society publications to its users/employee/students.
- x. Representative may also publish their thoughts and work in the periodicals of the Society.
- xi. Industry/Institute can sponsor awards in the name of organization as per Bye-laws and Rules.
- xii. Industry/Institute can sponsor conference, meeting, convention, seminars and students.
- xiii. To get students for internship/ training with or without stipend upon endorsement of ISAE.
- xiv. Exposure to new technologies through Society website/publications free of cost.
- xv. Better networking with learned professionals of the society.
- xvi. Have a sense of belonging among the members.
- xvii. Issues of common interest may be raised through the Society at any forum.

ARTICLE R10: DUTIES OF ISAE MEMBERS

R10.1 Duties of ISAE members are as follows:

- i. Shall be engaged in betterment of profession.
- ii. Participate in ISAE national convention/Chapter activities of the Society.
- iii. Promote Society with other professional organizations.
- iv. Represent Society at state/national level events upon nomination.
- v. Engage society with public/private sector to improve placements of Agricultural Engineers.
- vi. Set an example at workplace to improve image of the profession.
- vii. Excel in activities such as teacher/researcher/extension worker/manager/executive positions in private/public sectors, etc.
- viii. Forbidden to engage in activities that are detrimental to reputation of the Society.
- ix. To review/ edit/ write research/ popular/ technical article/ policy paper of and for publications of the Society.
- x. To contribute in any work of society assigned from time-to-time.

ARTICLE R11: EXECUTIVE COMMITTEE

R11.1 The Executive Committee (EC) of the Society shall comprise of the following members:

- 1) President
- 2) Immediate-past President
- 3) Vice-President (Technical Council)
- 4) Vice-President (Activity Council)
- 5) Secretary General
- 6) Editors-in-Chief JAEI, AET, E-Newsletter
- 7) Treasurer*
- 8) Secretary-1#
- 9) Secretary-2#

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

New Executive Committee in its first meeting shall nominate a Secretary-1 (with his/her consent) amongst the eligible Life members residing in the NCR of Delhi. Secretary-2 shall be nominated with his/her consent 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 with his/her consent.

R11.2 Any Executive Committee member of the Society shall not 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** Any Executive Committee member of the Society, or a member of a CEB, shall not directly or indirectly receive any salary, compensation or emoluments from the Society unless so authorized by the ISAE Council.
- R11.4** All EC members should attend ISAE Annual Conventions, meetings, and GBM/ AGM, except in case of genuine reason(s).
- R11.5** 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.
- R11.6** A member of the Executive Committee absenting himself/herself without leave of absence 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.
- R11.7** If an elected/nominated member fails to perform his/ her duties, he/she may be voted out, after giving a notice to present his/her case, from the office by 2/3rd majority votes of members of the Executive Committee present in that meeting.
- R11.8** A vacancy arising among the members of the Executive Committee, except that of President, shall be filled through nomination made by the Executive Committee within two months of such an occurrence. The procedure for filling up of a vacant post of President is defined under Rule 11.11(i).
- R11.9** The powers and functions of the Executive Committee shall be:
- i. to administer the affairs of the Society in accordance with the Constitution, Bye-laws and Rules approved by the General Body;
 - ii. to administer the funds and keep properties of the Society safely;
 - iii. to raise funds by way of enrolling more members, widening subscription base of journals, donations, sale, grants, advertisements, endowments, endorsements of products, consultancy, etc. in order to meet the objectives of the Society;
 - iv. to incur expenditure for conducting the business of the Society;
 - v. 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 objectives of the Society;
 - vi. to buy and/or sell, mortgage, change or otherwise dispose-off or deal with all or any property/asset in the books of the Society not exceeding Rupees two lakh in each case;
 - vii. to enrol members;
 - viii. to prepare annual statement of accounts and annual report of the working of the Society;
 - ix. 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;
 - x. to take cognizance of any matter affecting the Society or the conduct of a member;

- xi. to interpret these presents, subject to the provisions of the Societies Registration Act XXI of 1860 or amended from time to time by Government of India;
- xii. 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;
- xiii. generally, to execute such other activities that are necessary and conducive to the achievement of the mission and objectives of the Society.

R11.10 Guidelines for sharing cost by the Society for Executive Committee/CEB members participating at national/International professional events are as below.

R11.10.1 *Participation in national event*

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.

R11.10.2 *Participation in international events*

- i. The President/Secretary General, or their nominee among the Executive committee members, may represent the Society in important international events 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. Any presentation/publication of 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.

R11.11 The responsibilities of the Executive Committee members shall include the following, in addition to those prescribed in the Bye-laws.

- (i) **President:** The incumbent shall preside at 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 situation, subject to reporting it to the Executive Committee for ratification 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 past 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 casted 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 incumbent Executive Committee.

- (ii) **Vice-President (Technical Council):** The incumbent shall be responsible for all activities of technical and scientific nature, as described under article R13, and chair its meetings.
- (iii) **Vice-President (Activity Council):** The incumbent shall be responsible for all activities of the Activity Council, as described under article R14, and Chair its meetings.
- (iv) **Secretary General**

The incumbent shall be the Executive Manager of the Society, and responsible for all office management/ activities of the Society Headquarter, as outlined below.

- (a) be in-charge of all publications, correspondences, and records of the Society;
- (b) convene Annual/Special General Body meeting, meetings of ISAE Council, Executive Committee, Advisory Committee, and any other meeting of the Society with prior approval of the President;
- (c) to carry out other responsibilities as entrusted to him by the President, Executive Committee, ISAE Council, and General Body;
- (d) sue, and be sued upon, in all matters relating to or affecting the Society, and place the matter before the Executive Committee/ISAE Council;
- (e) shall be one of the two signatories on bank cheque/financial instrument for making authorised payments on behalf of the Society. In his absence, the President shall be one of the two signatories;
- (f) shall be the signatory on legal and other documents on behalf of the Society;
- (g) shall maintain and verify Asset Register and other required Books for maintaining proper record of properties and assets of the Society.
- (v) **Secretary- 1:** The incumbent shall discharge any duties assigned to him/her by the President, Secretary General, Executive Committee, and ISAE Council. In absence of the Secretary General, he/she shall discharge the duties of the Secretary General under the supervision of the President. He/she shall not have authority to sign on bank cheque/financial instrument.
- (vi) **Secretary -2:** The incumbent shall report directly to the President, and discharge duties assigned by him, or the Executive Committee/ISAE Council.
- (vii) **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. be one of the two signatories on bank cheque/ financial instrument for making authorised payments on behalf of the Society. In his absence, the President shall be one of the two signatories.

R11.12 The Executive Committee shall conduct the affairs and business of the Society as per powers and functions laid down in article R11.9. The Secretary General shall present the report of business affairs of the Society to the ISAE Council and General Body.

R11.13 The members of Executive Committee, or of duly appointed Sub-committee/Panel shall not be held liable for any act that was executed in good faith and in true spirit for the benefit of the Society.

R11.14 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: ISAE COUNCIL

R12.1 The ISAE Council shall be the apex decision making body of the Society. However, in matters of policy decision, approval/ ratification of the General Body shall be essential.

R12.2 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.

R12.3 A member of the ISAE Council absenting himself/herself, without leave of absence, 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.

R12.4 A vacancy occurring in the ISAE Council, except that of the President, shall be filled up through nomination by the ISAE Council within two months of such an occurrence. The procedure for filling up vacant position of the President is defined under Rule R11.11(i).

R12.5 If an ISAE Council member fails to perform his/her duties, he/she may be removed, after giving a notice to present his/her case, from the office by simple majority of votes in that ISAE Council meeting.

R12.6 The powers and functions of the ISAE Council shall be:

- i. to monitor the affairs of the Society in accordance with these presents;
- ii. to enact, amend, or repeal Bye-laws and Rules in harmony with the Constitution, Bye-laws and Rules of the Society;
- iii. to monitor the funds of the Society;
- iv. to raise funds by way of membership, subscription, donation, grants, etc. to meet the expenses of the Society;

- v. to buy/sale/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;
- vi. 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;
- vii. to enrol members;
- viii. to take cognizance of any matter affecting the Society, or the conduct of a member;
- ix. to interpret these presents subject to the provisions of the Societies Registration Act XXI of 1860 or amended time to time by the Government of India;
- x. to fix prices of publications of the Society for members and non-members;
- xii. to take such other actions that are conducive to the achievement of the objectives of the Society, with approval/ ratification of the General Body.

R12.7 The members of the ISAE Council, or of the duly appointed sub-Committee/ Panel shall not be held liable for any act that was executed in good faith and in true spirit for the benefit of the Society.

ARTICLE R13: TECHNICAL COUNCIL

R13.1 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, JAEI
- 6) Editor-in-Chief, AET

The responsibilities of the members of the Technical Council are listed under Rules R13.5-13.7. The Directors/Editors-in-Chief shall perform their duties in close coordination with the Vice-President (Technical) and the President of the society.

R 13.2 In absence of Vice-President (Technical Council), the senior-most Director by age shall preside over a meeting.

R13.3 Vice-President (Activity Council) shall be invited to each Technical Council meetings.

R13.4 Each Technical Division shall form Subject-matter Standing Committee/Sub-committee for each technical group as per need of a Technical Division.

R 13.5 Responsibilities of Vice-President (Technical Council):

The responsibilities of the Vice-President (Technical Council) shall be:

- i. to organize technical council meeting at least twice in a year,
- ii. to organize Annual Conventions/ Conferences/ Symposia, National Seminars, regional meets on current and emerging issues/ challenges,
- iii. to prepare policy paper/policy brief/develop standards and update Data books and inventories of technologies, industries, webinar,
- iv. to compile success stories related to Agricultural Engineering education, research, extension and industry, and
- v. to maintain high standard of quality of periodicals and other publications of the Society.

R13.6 Responsibilities of Technical Directors (1-4 as listed at R13.1) shall be to:

- i. to organise Annual Conferences/ Symposia, National Seminars, Regional meets, webinars etc. on relevant topic in consultation with Vice-President (Technical Council) and organisers,
- ii. to receive, edit, and accept technical manuscripts from the members for presentation in Conference/ Symposia/ Seminar organised by the Society,
- iii. to compile Abstracts/ presented papers for documentation,
- iv. to organize lectures of distinguished experts and prepare a souvenir on topical subjects at various Institutions, and
- v. to help Vice-president (Technical Council) in preparing policy papers/policy briefs/ developing standards/updating database and inventories of technologies/industries information etc.

R13.7 Responsibilities of Editors-in-Chief, Editors and Associate editors

The responsibilities of Editor-in-Chiefs, Editors and Associate Editors of the periodicals published by the Society are described under Rule R.16.

R13.8 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 shall 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 R14: ACTIVITY COUNCIL

R14.1 For proper coordination, strengthening, and streamlining of 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 Issues)
- 6) Director (E-Services)
- 7) Director (State Services)
- 8) Director (Industry, Start-up and Entrepreneurship)
- 9) Editor-in-chief, E-Newsletter

The responsibilities of the members of the Activity Council are listed under Rules R14.4-14.13. The Directors/Editors-in-Chief shall perform their duties in close coordination with the Vice-President (Activity)/ President.

R14.2 In absence of Vice-President (Activity Council), the senior-most Director by age shall preside over a meeting

R14.3 Vice-President (Technical Council) shall be invited in each meeting of Activity Council.

R14.4 Responsibilities of Vice-President (Activity Council)

The responsibilities of Vice-President (Activity Council) shall be:

- i. to organize activity council and chapters meetings each at least twice in a year,
- ii. to enlarge national and international memberships of the Society under different categories and enhance subscribers' base of JAEI and AET;
- iii. to develop collaborations with public, private and professional organizations;
- iv. to facilitate media coverage of Society activities;
- v. to organize Industry- Academia interface at regional/ national level;
- vi. to facilitate education, research, extension and entrepreneurship activities;
- vii. to coordinate management of awards, and enhance members' placement opportunities;
- viii. to enhance collaboration with international professional societies and organizations;
- ix. to facilitate participation of women members in Society activities;
- x. to foster close relation of the Society with industries, start-ups and entrepreneurs;
- xi. to liaison with various organisations and Chapters of the Society for publication of a vibrant E-newsletter.

R14.5 Responsibilities of Director (Membership and Public Relation)

The responsibilities of Director (Membership and Public Relation) shall be

- i. to increase members of the Society under different categories;
- ii. to establish linkages with other professional Societies, public/private Institutions/ organizations in India for organizing joint Conferences/ Seminars/ Symposia;
- iii. to Improve status of the Society as a leading body of engineers in agriculture and allied fields;
- iv. to organize wide media coverage of various national and regional events of the Society;
- v. to organize lectures of distinguished experts on important topical subjects at various Institutions; and
- vi. to enhance subscribers' base of JAEI and AET and attract advertisements for each issue of AET and E-newsletter.

R14.6 Responsibilities of Director (Education, Research, Extension)

The responsibilities of Director (Education, Research, Extension) shall be

- i. to prepare and maintain updated database of Agricultural Engineering colleges/ departments and Master's and Doctoral thesis in agricultural engineering and allied subjects at annual basis;
- ii. 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;
- iii. to arrange scholarships from various industries to support deserving graduate and post-graduate students in Institutions;
- iv. to prepare/update perspective plan of agricultural engineering education and research in India;
- v. to prepare status papers on agricultural engineering extension programme at regional and national level, and suggest required improvements;
- vi. to develop entrepreneurship skill among the students, faculty and farmers/stakeholders;
- vii. to promote continuing education programmes in agricultural engineering and related subjects in various Institutions;
- viii. to liaison with ICAR, DST, AICTE, and such other organisation; and enhance subscription base of JAEI, AET.

R14.7 Responsibilities of Director (Awards and Placements)

The responsibilities of Director (Awards and Placements) shall be

- i. To develop an efficient system of processing and objective evaluation of nominations for various awards;

- ii. to review and update norms of existing awards in terms of relevance and financial sustainability,
- iii. to facilitate sponsorship of awards by industries and create an Award Fund for serving the awards;
- iv. to timely process annual award nominations/ applications in consultation with Vice-President (Activity Council) and the president of the Society;
- v. to facilitate placements of students of agricultural engineering through dissemination of information on employment opportunities from various employers, including Governments, Institutions, Industries, and foreign countries.

R14.8 Responsibilities of Director (International Co-operation)

The responsibilities of Director (International Co-operation) shall be

- i. to organize joint international conferences/seminars/symposia in emerging areas;
- ii. to establish linkages between the Society and other professional societies, institutions and organizations in various countries for the global positioning of the Society;
- iii. to create and inform opportunities on enrolment in overseas universities, scholarships and jobs;
- iv. to mobilise research / technical manuscripts from overseas experts for periodicals of the Society and enhance subscribers' base of JAE and AET;
- v. to mobilise overseas participation in ISAE Conventions/ Conferences/ Seminars and any other ISAE activities.

R14.9 Responsibilities of Director (Gender Issues)

The responsibilities of Director (Gender Issues) shall be

- i. to encourage higher participation of women agricultural engineers in various activities of the Society;
- ii. to create database of women agricultural engineers, students and women friendly technologies;
- iii. to Identify gender issues and create network;
- iv. to facilitate job opportunities for women agricultural engineers in public and private sectors;
- v. to mobilise and facilitate women/other specific genders' members for participation in ISAE Convention and other activities

R14.10 Responsibilities of Director (Industry, Start-up, Entrepreneurship)

The responsibilities of Director (Industry, Start-up, Entrepreneurship) shall be

- i. to enhance linkages between Corporate and industrial sector with the Society;

- ii. to organize collaborative conference, meeting and seminars with the stakeholders and the Society;
- iii. to develop linkages between startups, entrepreneurs with the academia and export organizations and help society in augmenting funds and resources including advertisements in AET and E-Newsletter;
- iv. to prepare /update document(s) on the status of agro-based industries, demand projections and policy interventions;
- v. to coordinate with different industries for training and placement opportunities for students.
- vi. to organize Industry Session at the Annual Convention of ISAE;
- vii. to enrol more corporate/ Institutional members of the Society and enhance subscribers' base of AET and JAEI.

R 14.11 Responsibilities of Director (E-Services)

The responsibilities of Director (E-Services) shall be

- i. to motivate the members to use Electronic communication for all ISAE related activities;
- ii. to upgrade and modernize E-network system of the Society;
- iii. to update, maintain and keep the website of the Society secure and up-to-date with the latest information and activities;
- iv. to provide efficient online reviewing process and open access system of publication of periodicals of the Society;
- v. to help the Editorial group of E-Newsletter and circulate E-Newsletter to all members and put in public domain.

R14.12 Responsibilities of Director (State Services)

The responsibilities of Director (State Services) shall be

- i. to conduct meetings with state government officials for better services, facilities to society's line departments.
- ii. to pursue eligibility of agricultural engineers and disciplines of members of the society in different states services.
- iii. to coordinate between state government departments for better job satisfaction of the members
- iv. to represent society in different state activities and present society's view points
- v. to get sponsorship of ISAE programmes and activities and enhance subscribers' base of AET, JAEI and attract advertisements in AET and E-newsletter.

R 14.13 Responsibilities of Editor-in-Chief (E-Newsletter)

The responsibilities of Editor-in-Chief (E-Newsletter) are as described under Rule R16.

ARTICLE R15: ISAE AWARDS

R15.1 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 R15.2.

- 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 constitute 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 follow the guidelines framed time-to-time examine the nominations/ applications received in the year for the respective award, and forward their recommendation in sealed cover to the President / Director (Award and Placement) on suitability of a candidate for the award.
- iii. The envelop shall be opened in presence of at least two EC members and Director (Awards and placements) shall put up each recommendation in EC meeting for approval. EC shall examine each case and approve as such or may alter to the minimal level, if guidelines are not followed by the committee to the maximum possible level.
- iv. The approved names shall be communicated to the awardee by the Secretary General through e-mail, marking it as confidential, at the earliest before the day of award ceremony, usually to be held in Annual convention of the society.
- v. The Director (Awards and Placements) / Vice-President (Activity Council) shall in each calendar year timely initiate call for nominations/ applications for awards.
- vi. 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.
- vii. A sponsored award shall be in the interest of achieving 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. A sponsored award can be renewed 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.
- viii. 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.

R15.2 Names of ISAE Awards, Qualifications, and Criteria

R15.2.1. 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 to the rare of the rarest contributors to the society, 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 pioneering memento. It shall be awarded amongst the members of the Society fulfilling the criteria:

- 1) Life Member of ISAE for 25 years, or ISAE Fellow of 10 years and must be a renowned/rare personality of the field.
- 2) Outstanding professional contributions in one or more of the following areas:
 - i. pioneering improvement of agricultural engineering education/ research/ extension/ industry /consultancy in India,
 - ii. pioneering research contributions that led to greater recognition of agricultural engineering profession,
 - iii. pioneering efforts in applications of agricultural engineering technologies leading to mass adoption by stakeholder/ industry/entrepreneur,
 - 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 stakeholders.

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

R15.2.2. 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 memento. It shall be awarded annually fulfilling the following criteria of selection:

- 1) Life member of the Society for 20 years, or ISAE FELLOW for 8 years,
- 2) Outstanding contributions made in one or more of the following areas:
 - i. Contribution(s) to the Society 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 through 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 relevant parameter(s) as 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,
- iv. Entrepreneurship development: Pioneering efforts in establishment of new industry/ start-up 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: Owner of the company that is a 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
 - (a) introduction of new implement/tool with large-scale adoption,
 - (b) introduction of innovative land water management treatments leading on large-scale area treatment for soil moisture security,
 - (c) introduction of innovative irrigation system leading to mass adoption with evidence of enhanced water productivity,
 - (d) significant proven livelihood enhancement through extension activities of the member.
 - (e) introduction of innovative energy gadget/technology/conservation measures leading to mass energy conservation as evidenced from local government reports,
 - (f) introduction of post-harvest/ processing/ value addition technology and mass scale adoption by users as evidenced from market penetration of such products

The candidate should be nominated by two ISAE Gold medalists or two past Presidents. If nominee's contributions are not distinctly visible/achievements are not up to mark, award shall not be given.

R15.2.3. 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.

Eligibility

- i. An applicant must be Life Member of the Society.
- ii. May be a citizen of any country, but has significantly contributed in raising standards of agricultural engineering education in India.
- iii. Shall be (or have been) associated with a significant programme in educational institution, government, industry, or privately endowed foundations.
- iv. The educational contribution must be soundly founded (with proof) and reflect the individual's professional maturity.
- v. At the time of nomination, the applicant, shall be living and willing to be present in person to receive the award.

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

- i. the degree to which human performance and progress in food, agricultural, and biological systems have been significantly improved by educational efforts,
- ii. quality and performance of staff(s) or students mentored and/or influenced
- iii. quality and contribution of educational concepts and programmes developed,
- iv. quality of and contributions to educational literature and communications
- v. contributions to activities of the Society and other professional societies relevant to education, outreach, and professional development

Applicant should be nominated by one Gold Medalist or one past President or two ISAE Fellows

Note: *The period of the award shall be reviewed by the 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*

R15.2.4. ISAE Fellow (Maximum: 5)

ISAE Fellow, an annual award, carries a citation, certificate, and a memento. It is awarded to members with good standing of at least 15 years life membership/annual membership and nominated by two fellows or one gold medalist and fulfilling the following criteria:

- i. 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, Chairperson of committee constituted by the Society to further the goals of the Society in any of the thematic areas.
- ii. Outstanding professional contributions in one of the following:
 - (a) 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.

- (b) Research: Pioneering research contribution that led to greater recognition to agricultural engineering profession demonstrated by quality of research publications, citation index, recognition of research by national/international body, patent, product development and commercialization, adoption of research outcome by stakeholders,
- (c) Entrepreneurship development: Pioneering efforts in establishment of new industry/startup related to agricultural engineering sector generating employment opportunities, establishing manufactured product demand among stakeholders,
- (d) 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,
- (e) Industry: Owner/nominee of the company that is 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.

Applicant should be nominated by one Gold medalist/past President/Head of Organization/Deputy Director General ICAR or two ISAE Fellows. Claims must be certified from the Head of organizations. Upon selection, the awardee shall pay one-time fellowship contribution of Rs. 5000/- (Rupees five thousand only) to the society before the presentation of the fellowship.

R15.2.5. Commendation Medal for Professional Achievement (Maximum: 7)

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

- i. Annual/life member for 10 years in good standing,
- ii. Significant professional contributions (supported with documentary evidence such as publication/ patent/ service at state/industry in any one of the following thematic areas:
 - (a) development of innovative technology (including ICT in agriculture) leading to large-scale adoption,
 - (b) field application of technology leading to enhancing productivity of soil/water/energy/ crop/livestock,

- (c) industrial production, quality control, services to users (including training, demonstration, field service),
- (d) introduction of new academic course curricula with design of content, introduction of innovative method of teaching/learning,
- (e) efforts in establishment of industry/startup related to agricultural engineering contributing to job opportunities.

An application is required to be recommended by the concerned Head of organization/ Chapter Chairperson certifying the validity of claims made by the applicant.

R15.2.6 Distinguished Service Award (Maximum: 7)

The annual award (preferably one 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 Government services, (g) Contribution in industry by an individual. The award carries a certificate, and is awarded to a Life/ Annual member based on submitted application and fulfilling the following criteria:

- i. ISAE Annual/Life Member for 7 years in good standing and professional contribution (supported with documentary evidence) in any one of the following thematic areas:
 - development of innovative technology (including ICT in agriculture) leading to mass adoption,
 - field application of technology leading to enhanced productivity of soil/ water/ energy/ crop/ livestock,
 - enhanced industrial production, quality control, service to users (including training, demonstration, field service),
 - introduction of new academic course curricula with design of contents, introduction of innovative method of teaching/learning,
 - efforts in establishment of industry/start-up related to agricultural engineering, and providing job opportunities to agricultural engineers,
 - enrollment of 20 or more members of Society in a calendar year,
 - generating significant finances for the Society,
 - involved in organizing local/ regional/ national seminar under umbrella of the Society,
 - providing notable agricultural engineering services in a state under a Chapter of the Society,
 - promotion of agricultural engineering profession under political/bureaucratic system at state/ national/international level.

An application is required to be recommended by the concerned Head of organization/Chapter Chairperson certifying the validity of claims made by the applicant.

R15.2.7. Best JAEI Reviewer Award (Maximum: 4)

The annual award carries a certificate, and shall be presented during Annual Convention of the Society. Editor-in-Chief, JAEI in consultation with editor of each division shall develop suitable criteria, and recommend names of the best reviewers to the Committee appointed by the President/ Executive Committee, which shall make suitable recommendations for the award.

R15.2.8. Best JAEI Research Paper Award (Maximum: 4)

The 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 JAEI during the year of award, and make suitable recommendations to the Executive Committee.

R15.2.9. ISAE Team Award (Maximum: 2)

The 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:

- i. The award shall be given to a team that has worked on a certain research topic/extension activities/educational/field projects for 4 years in the preceding years of the award.
- ii. Team leader shall be a Life member/Annual member of good standing for 10 years,
- iii. The Principal Investigator/Team leader of inter-disciplinary team should lead a team of at least 3-4 multi-disciplinary members, including himself shall only be considered.
- iv. Teamwork of not less than 4 years preceding the year of award (official documents need to be enclosed),
- v. Significant contributions of a team in research/teaching/extension/industry, or in field application as evidenced from published literature/ innovative product/ patent/ technology adoption level in any disciplines of agricultural engineering and allied fields leading to enhanced productivity/ economic use of resources/ improving economics of agriculture and livelihood.

R15.2.10. Outstanding Book Award (1 Award):

The 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 shall be applicable:

- i. First author shall be ISAE Life member/Annual member of good standing for at least 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 with mostly Indian contents authored or edited by the applicant(s) shall only be considered for this award. A book in the form of Question-and-Answer Bank, Guide for competitive examinations, Technical Report, compiled book from seminars/symposia/conferences even with ISSN number shall not be 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) a Foreword by a distinguished expert with views on the contents,
 - (d) meeting expectations of desired audience/ readers of book,
 - (e) extent of similarity with other published documents,
 - (f) impressive statistics of sale of the book proposed for the award.

R15.2.11. Student Paper Award (Maximum: 5)

The annual award (one award 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 comprises of a Certificate and is conferred during an Annual Convention of the Society. An undergraduate or post- graduate student who is a member of the Society in good standing and presents a paper in a Technical Session during an Annual Convention of the Society is eligible for the award. The award would be based on the following criteria:

- i. Student papers presented in person by the author during an Annual Convention are judged by a panel of jury, and the best presented paper recommended based on the content, quality, and presentation,
- ii. the presenting author of a paper shall only be awarded with a certificate, even if the paper is multi-authored;
- iii. full length paper (not exceeding 2,000 words) submitted to the concerned Director within the prescribed time frame, and presented in person, shall qualify for the award.

R15.2.12. Best Research Paper Presentation Award (Maximum: 8)

The annual award (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, comprises of a certificate and shall be presented during an Annual Convention of the Society. The awards are governed by the following criteria:

- i. to be awarded to a faculty/researcher who is a member in good standing, and presents a paper in person during technical sessions of a Convention of the Society,
- ii. a panel of jury for each discipline shall recommend the best research paper presented during

the discipline-wise Technical Session(s). The best oral / poster presentation shall be judged based on (a) definition of problem, objectives and methodology, (b) data, analysis, and interpretation of results, (c) practical utility of findings, and (d) presentation quality,

- iii. full length paper (not exceeding 2,000 words) submitted to the concerned Director within the prescribed time frame, and presented in person, shall qualify to complete for the award.

R15.2.13. Best Chapter Award (1 award)

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

- i. enrolment of maximum number of members and subscription collection by a Chapter during the preceding financial year,
- ii. quantum of activities of a Chapter during previous financial year of the Convention (as organization of regional Convention/ Seminar/ Workshop/ Guest lecture/ webinar/ regular meetings of CEB/other meetings) and regular submission of quarterly activity reports to the Society Headquarter,
- iii. maintenance of Annual accounts of a Chapter, and updated submission of certified Account Statement to the Society Headquarter within stipulated time,
- iv. no pending financial dues of a Chapter payable to the Society 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,
- v. mobilization of sponsorships and generation of funds for Chapter activities,
- vi. liaison with industry and government department(s),
- vii. recognition of contribution of a Chapter or its members by State/Central government, industry, or NGO
- viii. contribution of research papers to JAEI/AET by its members.

R15.2.14. ISAE-TAFE Sivasailam Memorial Student Gold Medal Award (Maximum 2)

The annual award sponsored by M/S TAFE Ltd., Chennai, is for the best Master/ Ph.D. thesis. It carries a gold medal, a certificate, and cash prize of ₹ 10,000/- for M.Tech. Thesis and ₹ 15,000/- for Ph.D. Thesis holder. The award shall be conferred on application basis to maximum of two Life/Annual members (with good standing of at least 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 preceding calendar year of presentation of the award. Procedures to be followed are outlined below:

- i. the candidates shall apply in prescribed form along with (a) an extended Abstract (not exceeding 4 pages in Times New Roman, 11 font), and (b) a hard 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 from where the degree was obtained,

- ii. each University / Institution awarding such degrees can recommend maximum of one candidate each for M. Tech & Ph.D in a year;
- iii. a Committee comprising of eminent professionals in the field of farm machinery & power and a representative of M/S TAFE Ltd. constituted 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. Hard copy of the awarded thesis shall be retained by the Society while others will be returned to the applicants.

ARTICLE R16: EDITORIAL BOARDS

R16.1 The following three publications, but not limited to, shall be brought out by the respective Editorial Boards either in print or e-publication, or in both forms, by themselves or in collaboration with any leading publishers as approved by the Executive committee:

- i. Journal of Agricultural Engineering (India) (JAEI): It shall only publish high quality original peer reviewed research papers falling under aims and objectives of the journal / Society. It shall be published quarterly in English language, in hard as well as in online mode. The Frequency of publications however may be changed as decided time-to-time by the EC.
- ii. Agricultural Engineering Today (AET): It shall quarterly publish technical/ popular article/ success stories/ brief of new technologies/databases and current developments in agricultural engineering covering objectives of the Society. It shall be a mouthpiece magazine of the Society for common people/student/industry, and shall be published in English language in both hard copies and in online mode. The frequency of publications however may be changed from time-to-time as decided by the EC,
- iii. E-newsletter: It shall be published bi-monthly, and cover the latest news/events/activities of the Society, India and the world in the domain of objectives of the Society in online mode only.
- iv. The Society may publish any other publications on its own or in collaboration with any leading publishers.

R16.2 There shall be one Editor-in-Chief for each regular publications of the Society, who shall be assisted by an Editorial Board for effectively bringing out the publications. 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.

R16.3 The Editors-in-chief for each of the publication 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 of a publication shall be of three years, extendable by one more term of three years for the same publication, as approved by the ISAE Council, and agreed by the Editors-in-chief. In case of vacancy of an Editor-in-chief, the senior-most Divisional Editor by age shall function as

Editor-in-Chief until regular nominations of Editor-in-chief by the Executive Committee and ISAE Council is made. If necessary, the ISAE Council/Executive Committee may request the Editor-in-Chiefs to continue till further arrangement is made.

- i. The Editor-in-Chief (JAEI) shall be assisted by one Divisional Editor for each subject matter Division of the journal. A Divisional Editor shall be selected based on his/her experience and publication credential by the Editor-in-chief in consultation with the President. Each Divisional Editor, in consultation with the Editor-in-chief, shall select maximum of five Associate Editors, and shall take approval of Executive Committee. In case of vacancy of a Divisional Editor, the senior-most Associate Editor by age shall function as the Divisional Editor of the concerned Division until regular nomination of Divisional Editor by the Executive Committee is made. If any Associate Editor discontinues in between, or a replacement is considered necessary, the vacancy may be filled up by the Divisional Editor in consultation with the Editor-in-chief for the remaining period.
- ii. The Editorial Board of Agricultural Engineering Today and E-newsletter shall comprise of an Editor-in-Chief and maximum of five 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.

R16.3.1 Responsibilities of Editor-in-Chief (JAEI)

The responsibilities of the Editor-in-Chief (JAEI) shall be:

- i. to motivate the members and invite recognised scientists/professionals to contribute high quality original research manuscripts,
- ii. to have unbiased peer review of manuscripts in time bound manner, and keep the authors informed about the status of publication,
- iii. to get the accepted manuscript properly edited and proof-read,
- iv. to finally accept/reject manuscripts and inform the same timely to the authors,
- v. to develop good liaison with printing and publishing companies for timely good quality printing,
- vi. to get distribution network established and enhance subscribers' base of the journal in India/abroad, and
- vii. put all efforts to improve the journals', citation metrics.

R16.3.2 Responsibilities of Editor-in-Chief (AET)

The responsibilities of the Editor-in-Chief (AET) shall be:

- i. to make AET a peoples'/youths'/industry/entrepreneurs' the most popular magazine,
- ii. to motivate the members and invite eminent persons in the fields fulfilling the aims and objectives of the Society, to contribute popular articles, technical papers, success stories, policy papers, Government schemes, etc. of current interest,

- iii. to encourage free lancing by the members for news related to agricultural engineering in the region, Colleges or Institutions with due credit,
- iv. to publish a column on recent data of agricultural engineering brought out by different agencies,
- v. to identify and publish success stories in different areas of agricultural engineering,
- vi. to conduct unbiased review of technical/popular articles,
- vii. to mobilise advertisements and sponsored feature articles/advertorials from the related industries,
- viii. to finally accept/reject the submitted articles and timely inform the same to respective authors,
- ix. to get manuscripts properly edited and proof-read before printing and timely publication,
- x. to develop good liaison with printing and publishing companies for quality printing,
- xi. to get distribution network established and enhance the subscription base of the magazine for sale in consultation with the Executive Committee,
- xii. To put all efforts to enhance citation index and readers base of the magazine.

R16.3.3 Editor-in-Chief (E-Newsletter)

The responsibilities of the Editor-in-Chief (E-Newsletter) shall be:

- i. to motivate the members to contribute member news, Chapter news and activities,
- ii. to publish information on national and international news/ events of current interest, and also include such upcoming events,
- iii. to publish burning issues, students' activities, and events of the Society,
- iv. to introduce interactive and innovative columns to keep alive the interest of the readers,
- v. to attract advertisements for mobilization of funds for the Society,
- vi. To publish issues on time and expand readers' base throughout the world.

R16.3.4 Responsibilities of Editors and Associate Editors

A Divisional Editor shall be responsible for maintaining overall quality of review and technical standards of manuscripts recommended for publication. He/she shall recommend for acceptance/rejection of articles based on comments received from the reviewers/ Associate Editor and his/her own judgment to the Editor-in-Chief. He/she will do necessary correspondence with the authors for communicating editorial/review comments in order to improve the quality of a manuscript without disclosure of the names of the concerned reviewer/Associate Editors.

An Associate Editor, on receipt of a manuscript assigned to him/her by the respective Divisional Editor, shall get it impartially reviewed, provide his/her own comments, and recommend for acceptance/rejection to the concerned Divisional Editor after completion of the process. He/she will not directly correspond with the authors.

R16.4 Responsibilities of Editor-in-Chief, Editors and Associate Editors of a new publication, if any in future by the Society, shall be the same as above.

ARTICLE R17: CHAPTER

- R17.1** 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.
- R17.2** Each Chapter shall have a Chapter Executive Body (CEB) comprising of the following members, and shall be in office for a period of three years from the 1st of September in the year of declaration of the election as laid down under Rule 18.11:
- | | |
|----------------------------------|--------|
| i. Chairperson | : One |
| ii. Vice-Chairperson (Technical) | : One |
| iii. Vice-Chairperson (Activity) | : One |
| iv. Secretary | : One |
| v. Joint Secretary-cum-Treasurer | : One |
| vi. Councillors | : Four |
| vii. Student representatives | : Two* |
- * One each male and female student be co-opted, without voting rights, by the CEB in its first meeting after election.
- R17.3** The roles and responsibilities 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 of the Society, and shall apply accordingly for a Chapter.
- R17.4** The CEB of a Chapter may nominate a senior member (such 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.
- R17.5** 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 Bye-laws and Rules through simple majority of votes of its members, provided that these do not contravene or contradict the provisions of the Constitution, Bye-laws and Rules of the Society. The Bye-laws framed by a Chapter shall come into effect only after approval of the ISAE Council.
- R17.6** 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.
- R17.7** The Chairperson of a Chapter shall be an ex-officio member of the ISAE Council of the Society.
- R17.8** If an elected/nominated member fails to perform his/ her duties, he/she may be voted out 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.

- R17.9** The Secretary of a Chapter shall forward quarterly reports of all its meetings and 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.
- R17.10** A Chapter shall annually deposit 50% of total saving arising from Workshops/ Seminars/ Symposia/ meetings, organized by it and donations received by it to the Headquarter of the Society.
- R17.11** Any financial contribution to and from a foreign agency shall be exclusively through ISAE Headquarter, and first credited to the account of the Headquarter of the Society.
- R17.12** A Chapter shall be qualified to obtain grant from the Society Headquarter in the form of:
- i. 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,
 - ii. twenty-five per cent of 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,
 - iii. A Chapter shall be disqualified for further grants from the Headquarter of the Society in case of non-submission of (a) up-to-date certified/ audited annual account statement, and (b) up-to-date clearance of all dues payable to 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.
- R17.13** An Institution hosting Annual Convention of the Society shall return the net saving arising out of Convention to the Headquarter of the Society along with an audited balance sheet within six months of closing of the Convention. The grant received from various institutions applied and arranged by the Headquarter shall remain with the Headquarter for filling the gap of funds raised and spent in organizing the event. The organizers however shall put all efforts to raise sufficient funds on their own to make the event a grand success. 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 credit a token seed money to a host institute in this account, which shall be refunded by the organiser along with return of savings arising out of organization of the Convention/Conference, if any, within six months of closing of that event.

R17.14 A decision / advice of the Executive Committee of the Society shall be binding on Chapter(s).

R17.15 The ISAE Council may, at its discretion, close a Chapter after giving it a notice of three months and after considering any explanation that the Chapter may tender, on account of any one of the following reasons:

- i. 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, Bye-laws, Rules of the Society,
- ii. failure of the Chapter to hold at least 3 meetings of the CEB each year,
- iii. failure to submit audited/ certified account, and annual statement of the activities, for 2 consecutive years,
- iv. failure in regular submission of event write-up with good quality photograph for e-Newsletter for 2 consecutive years,
- v. any activity declared to be detrimental to the interest of the Society by the ISAE Council.

R17.16 Each Chapter shall have an “ISAE Student Unit”, which shall organize activities/ competitions relevant to the agricultural engineering profession, and encourage student participation through distribution of certificate/ award as deemed fit by the CEB.

R17.17 A Chapter shall endeavour to organize at least two regional Seminars/ Conferences/ Conventions in a year. Events like expert lecture, motivational talk, technical presentation, Industry-ISAE Interaction meet, exhibition/*mela*, student competition should be regular features among the activities of a Chapter. Placement, training, internship of students in professional issues through interface and co-ordination with government departments and industries should receive special attention of a CEB.

ARTICLE R18: ELECTION

R18.1 Election of Members of Executive Committee, Technical and Activity Councils:

There shall be a three-member Central Election Committee (CEC), with a Chairperson and two members, duly constituted by the ISAE Council amongst the Life Members/nominee of the corporate/ institutional members of the Society to conduct election for the positions mentioned below. The Central Election Committee shall be appointed at least 5 months prior to completion of tenure of the present Executive committee.

- 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 and Bio-engineering)
- 9) Director (Industry, Start-up and Entrepreneurship)**
- 10) Director (Gender Issues)***
- 11) Director (Membership and Public Relations)
- 12) Director (Education, Research, and Extension)
- 13) Director (Awards and Placements)
- 14) Director (State Services)
- 15) Director (E-Services)*
- 16) Director (International Co-operation)#

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

** 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). All other positions, whether filled by election or nomination, shall be from eligible Life members residing permanently in India.

R18.2 The powers of EC and ISAE Council for decision, on policy/MoU signing and any other decision that can affect the affairs of the Society in any way in the long/ short term, shall remain ceased from the date of notification of the date of election. Only essential day-to-day expenses/routine activities shall be carried out by the EC and ISAE Council.

R18.3 The Central 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 Secretary General shall provide necessary logistics support to the Election Committee. The Executive Committee shall notify election well in time.

The Secretary General shall provide updated voter list to the Central Election Committee within 15 days of announcement of the election schedule. No member enrolled after the date of announcement of election date shall be eligible to vote in the election.

R18.4 A candidate for a post, except that for the post of President, should: (1) have at least ten (10) years of Life membership in the Society in good standing, and (2) possess good leadership/ managerial experiences.

R 18.5 A candidate for the post of President shall be Life member for at least 15 years and has served the Society. The candidate must have held management positions, not below the rank of Dean, Project Coordinator/HoD of National Institutions, Director, President/Vice-president of industry/Director in state/central Government.

R18.6 A Life member can contest for only one post at a time.

R18.7 The Central Election Committee shall invite and receive applications in online / offline mode. Any member eligible to vote and in good standing may propose the name of a candidate, and another member may second the name of the candidate for the Central Election Committee by submitting a prescribed election form for each candidate along with a signed statement of the candidate that he/she is willing to hold office, if elected.

The Central Election Committee shall scrutinize the applications received for the election of various posts, and prepare a final list of eligible candidates. The list of valid candidates shall be immediately displayed on the ISAE website for at least one week, and shall give opportunity to all candidates to withdraw his/ her application, if so desired, during the period as prescribed by the Central Election Committee. The Central Election Committee shall again put on display the final list of contestants for each post along with their biodata (not exceeding one page) and a passport size digital latest photograph. Voting period should be at least of 21 days starting from the seventh day of last date of withdrawal of nominations.

The Central Election Committee shall periodically also brief all candidates on the status of election process through physical/ online mode.

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.

R18.8 The Central 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 of online voting process shall be kept open for not more than 30 days.

R18.9 The election process, including announcement of results, shall be completed at least 30 days before completion of tenure of the present Executive Committee/ Council.

R18.10 The members of the Central election committee shall have the right to vote, but shall not contest for any post. The CEC can hire any agency with high credentials for secure, free and fair online election at a reasonable cost.

R18.11 Election of Members of Chapter Executive Body

R18.11.1 The election of following members of Chapter Executive Body shall be conducted and completed prior to 30 days before the completion of three-years' term of the current Chapter Executive Body:

- | | |
|----------------------------------|--------|
| i. Chairperson | : One |
| ii. Vice-Chairperson (Technical) | : One |
| iii. Vice-Chairperson (Activity) | : One |
| iv. Secretary | : One |
| v. Joint Secretary-cum-Treasurer | : One |
| vi. Councillors | : Four |

- R18.11.2** The Chapter Executive Body shall appoint a three-member Election Committee comprising of senior Life members of the Society attached to the Chapter with intimation to Headquarter.
- R18.11.3** A potential candidate for election shall (a) have at least ten (10) years of Life membership in the Society in good standing, and (b) possess good leadership/managerial skills and experiences.
- R18.11.4** An eligible member can contest for only one post at a timw. 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.
- R18.11.5** The Chapter Election Committee shall invite and receive applications in online/offline mode, scrutinize the applications received for the election of the above posts, and prepare a final list of eligible candidates. 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.
- R18.11.6** The Chapter Election Committee shall prepare the online/offline ballot form along with voting instructions and get the same 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.
- R18.11.7** 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.
- R18.11.8** The members of the Chapter Election Committee shall have the right to vote, but shall not contest for any post.

ARTICLE R19: MEETINGS

- R19.1** 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/online mode as determined by the Executive Committee/Chapter Executive Body. The President of the Society shall have the power to call additional meetings as per requirements and necessity.
- R19.2** Quorum of a meetings shall be as per Registration of Society Act in force at the time of a meeting.
- R19.3** Meetings shall be conducted in accordance with these presents following the normal parliamentary procedure.

ARTICLE R20: FINANCE AND ACCOUNTS

- R20.1** 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.

- R20.2** All cheques/ financial instruments shall require joint signatures of the Treasurer and the Secretary General of the Society. In absence of the Treasurer or the Secretary General, the President shall be the second joint signatory.
- R20.3** An Imprest amount of ₹ 10,000 /- (Rupees ten thousand) only shall be kept with the Treasurer for the day-to-day contingent expenditure, and shall be advanced to individual, with the consultation 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 shall be put against each entry. Quarterly statements on the utilization of Imprest amount shall be provided to the President by the Treasurer.
- R20.4** Any one-time expenditure of more than ₹ 2,000/- (Rupees two thousand) and up to ₹ 2,00,000/- (Rupees two lakh only) shall require written approval of the President. Any expenditure of more than ₹ 2,00,000/- (Rupees two lakh only) but less than ₹ 10,00,01/- (Rupees ten lakh and one only) shall require approval of the Executive Committee, and shall be ratified by the ISAE Council. Expenditure more than ₹ 10,00,01/- (Rupees ten lakh and one only) up to ₹ 25,00,000/- (Rupees Twenty-five lakh only) shall be sanctioned by the ISAE Council, and shall require 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 capital/property such as flat, land, etc. shall require prior approval of the General Body.
- R20.5** The Secretary General shall maintain and verify Asset Register and other required Books/ documents for maintaining proper record of properties and assets of the Society and the same shall be physically verified annually by third person nominated by the president. The Treasurer shall maintain and verify proper Books of Account, vouchers, and other financial records of annual accounts of the Society.
- R20.6** Accounts of the Society shall be audited annually by a chartered auditor appointed by the Executive Committee and approved by the ISAE Council
- R20.7** Each Chapter will maintain a separate bank account opened in a scheduled bank located at the place 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.
- R20.8** A Chapter shall have the right to raise funds through sponsorship, donation, etc. for its activities as described in the Society Bye-laws.
- R20.9** Each Chapter shall maintain Asset Register and other required Books for maintaining proper record of properties and assets of the Chapter and shall get physically verified once in a year involving third person preferably ISAE member not in CEB. 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 jointly) 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 R21: AMENDMENT

- R21.1** Amendments in Rules of the Society shall be proposed by a member on roll and eligible to vote, and seconded by ten eligible members on roll. The amendment agenda shall first be submitted to the Secretary General, who shall put up to the Executive Committee and ISAE Council for endorsement before including in the agenda of a subsequent AGM/GBM for consideration.
- R21.2** A Rule may be amended at a meeting of the General Body (AGM/GBM) by simple majority of votes cast by the eligible members present in the meeting. Frequent amendments in rules/bye-laws however are discouraged and normally shall not be carried out before the five years of the last amendment(s).

ARTICLE R22: DISSOLUTION OF SOCIETY

- R22.1** Any number not less than 90 % of the members on roll of the Society may determine that the 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 their written wish for such dissolution by their votes delivered in person, or by proxy, at a Special General Body meeting held physically or in online mode convened for the purpose.

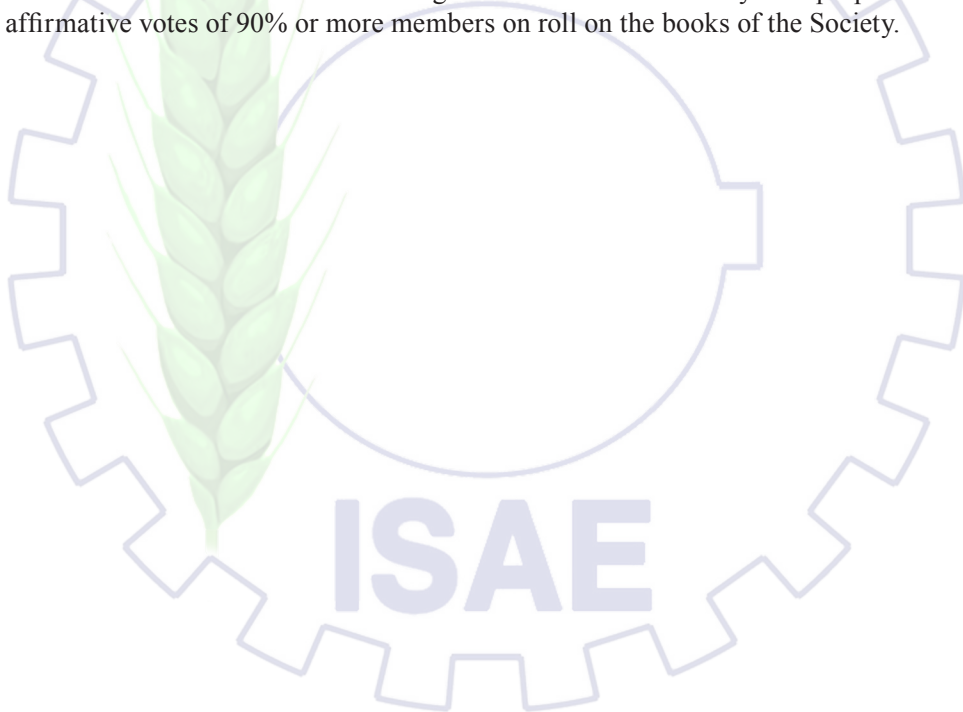
- R22.2** Provided that whenever any Government is a member of, or a contributor to the Society registered under this Act, the Society shall not be dissolved, without the consent of the Government of the State of registration.
- R22.3** If upon the dissolution of the Society registered under this Act, there shall remain, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed amongst 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 $\frac{2}{3}^{\text{rd}}$ of the members present personally or by proxy at the time of the dissolution, or in default thereof, by such Court as aforesaid.

ARTICLE R23: GENERAL

- R23.1** All the provisions of the Societies Registration Act XXI of 1860 (Punjab Amendment Act, 1957) and amended time-to-time by the Government of India as extended to the Union Territory of Delhi shall apply to this Society.
- R23.2** Dispute resolution: The society shall always work with views of the majority. In case, however, there is any dispute/disagreements amongst the Chapters, conflict of interests of members,

and any issue of dispute shall be redressed by the President. The decision of the President, and agreed upon by a majority consent of the Executive Committee, shall be the final and binding to all the concerned parties. Any complain/grievances against the Executive Committee/ISAE Council shall be dealt as per the Society Registration Act XXI of 1860 (Punjab Amendment Act, 1957) and amended from time-to-time by the Government of India as extended to the Union Territory of Delhi.

- R.23.3** 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 or partly with any other Society, the Executive Council may submit the proposition to the members on roll 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.



4. 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) 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.
 - (b) Establishment of mutually beneficial cooperation and working relationship with other professional Societies in India and abroad.
 - (c) 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.
 - (d) 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.
 - (e) The Society shall publish research journal/popular magazines/periodicals/technical bulletins/ reports/ success stories of development, introduction and adoption of new agricultural engineering technologies, industry related materials and their overall impact.
 - (f) The Society shall encourage professional development and sense of belongings among its members.

The tagline of the Society approved in Executive Council 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

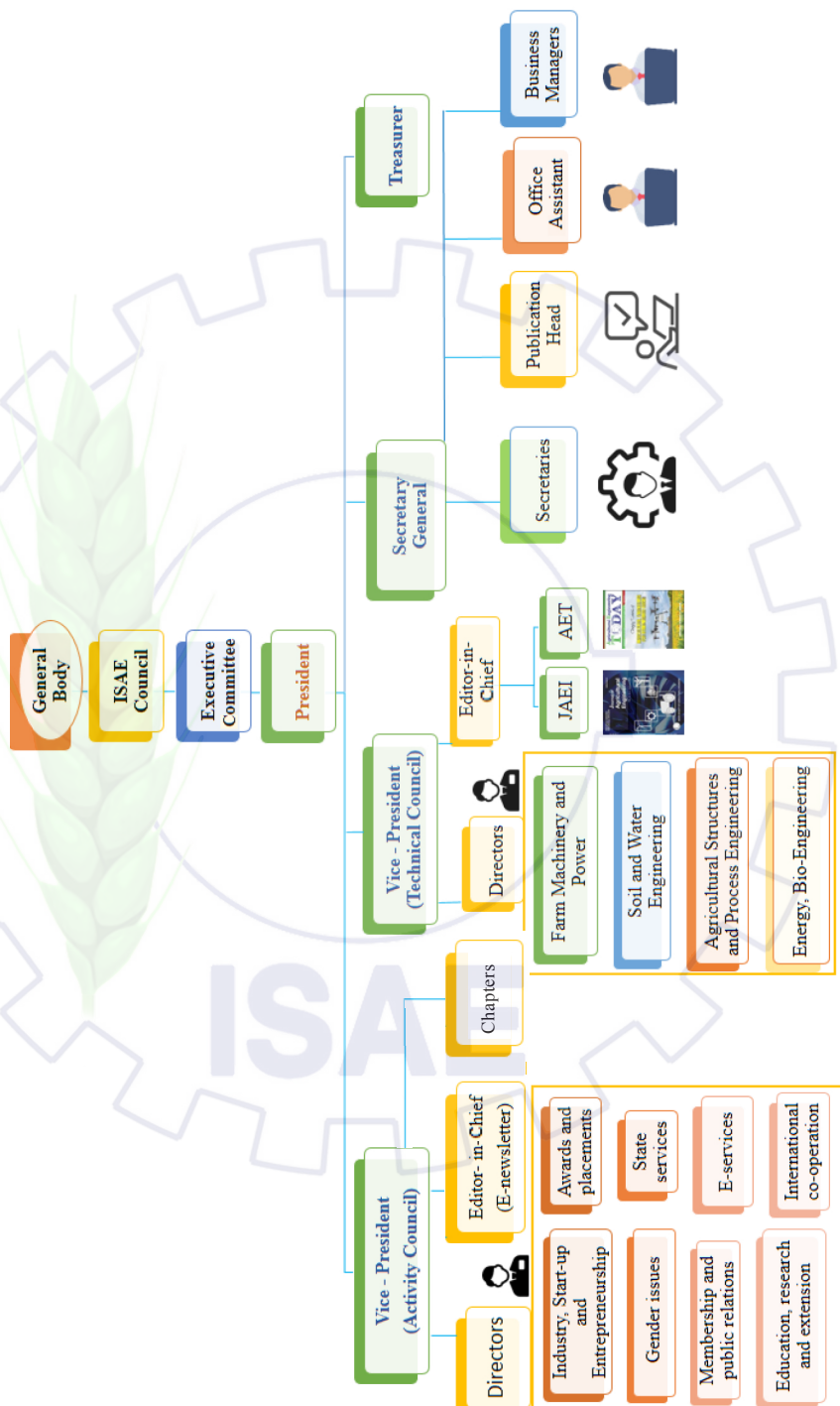


ANNEXURES

ISAE

Annexure I

ISAE Organogram



Annexure II

ISAE Chapters in 2022

S.No.	Chapter Name	Addresses
1.	ISAE Akola Chapter	Dr. Panjabrao Deshmukh Krishi Vidyapeeth, Akola (MS)- 444104, E-mail: isaeakola@gmail.com
2.	ISAE Allahabad Chapter	Vaugh Institute of Agricultural Engineering and Technology Sam Higginbottom University of Agriculture, Technology and Sciences, Prayagraj- 211007, U.P., E-mail: isaeallahabad@shuats.edu.in
3.	ISAE Anand Gujrat Chapter	College of Food Processing Technology and Bioenergy, Anand Agricultural University, Anand (Gujarat)- 388110 E-mail: isaeaanand@gmail.com
4.	ISAE AP Chapter	Dr. NTR College of Agricultural Engineering, Karlapalem Road, Bapatla- 522101, E-mail: isaeapchapter22@gmail.com
5.	ISAE Arunachal Pradesh Chapter	Department of Agricultural Engineering, NERIST, Itanagar, Nirjuli- 791109, Arunachal Pradesh, E-mail: isaearunachal@gmail.com
6.	ISAE Assam NE (except Sikkim and Arunachal) Chapter	Department of Food engineering and Technology, Tezpur University, Napaam, Tezpur, Assam- 784028, Email: isae.assamne@gmail.com
7.	ISAE Bengaluru, Karnataka Chapter	College of Agricultural Engineering, University of Agricultural Sciences, G.K.V.K. Campus, Bangalore 560065, Karnataka. E-mail: isaebengaluru@gmail.com
8.	ISAE Bhopal Chapter	ICAR- Central Institute of Agricultural Engineering, Nabibagh, Berasia Road, Bhopal- 462038, Madhya Pradesh, E-mail: isaebhopalchapter@gmail.com
9.	ISAE Bihar Chapter	College of Agricultural Engineering & Technology, Dr. Rajendra Prasad Central Agricultural University, Pusa, Samastipur, Bihar- 848125, E-mail: isaebihar@gmail.com
10.	ISAE Coimbatore Chapter	College of Agricultural Engineering and Research Institute, Tamil Nadu Agricultural University, Coimbatore- 641007, Tamil Nadu. Email: isae.coimbatore@gmail.com
11.	ISAE Dapoli Chapter	College of Agril. Engineering & Technology, Dapoli – 415712, Maharashtra. E-mail: isaedapoli@gmail.com
12.	ISAE Delhi NCR Chapter	Division of Agricultural Engineering, ICAR-IARI, New Delhi- 110012, E-mail: isaedelhi@gmail.com
13.	ISAE Haryana Chapter	College of Agricultural Engineering & Technology, CCS Haryana Agricultural University, Hisar- 125004, E-mail: isae.haryana@gmail.com
14.	ISAE Himachal Chapter	Department of Agricultural Engineering, CSK HPKV, Palampur- 176061, HP, E-mail: isae.himch@gmail.com
15.	ISAE J&K Chapter	College of Agricultural Engineering, Sher-e-Kashmir University of Agricultural Sciences and Technology, Shalimar, Srinagar (Jammu and Kashmir), E-mail: isaesrinagar@gmail.com
16.	ISAE Jabalpur Chapter	CAE, Jawaharlal Nehru Krishi Vishwa Vidyalaya, Jabalpur, M.P. 482004, E-mail: isaecaejbp@gmail.com
17.	ISAE Jharkhand Chapter	College of Agricultural Engineering, Birsa Agricultural University, Kanke, Ranchi-834 006, Jharkhand, E-mail: isaejharkhandranchi@gmail.com

18.	ISAE Junagadh Gujarat Chapter	College of Agricultural Engineering & Technology Junagadh Agricultural University, Junagadh- 362001, Gujarat, E-mail: isaejunagarhgujarat@gmail.com
19.	ISAE Kerala Chapter	KCAET, Tavanur-679573, Kerala. E-mail: isaekerala2021@gmail.com
20.	ISAE Kharagpur Chapter	Agricultural and Food Engineering Department Indian Institute of Technology, Kharagpur - 721302 West Bengal. E-mail: isaekharagpur@gmail.com
21.	ISAE Kolkata Chapter	ICAR- NINFET, 12, Regent park Kolkata, 700040, West Bengal, Email: isaeatcityofjoy@gmail.com
22.	ISAE Lucknow Chapter	Division of Agricultural Engineering, ICAR - Indian Institute of Sugarcane Research, Raebareli Road, Post: Dilkusha, Lucknow- 226002, UP, E-mail: isaekochapter@gmail.com
23.	ISAE Mumbai Chapter	ICAR-CIRCOT, Adenwala Road, Matunga, Mumbai-400019, Maharashtra, E-mail: isaemumbai@gmail.com
24.	ISAE Narendra Nagar Chapter	Mahamaya College of Agricultural Engineering & Technology (Acharya Narendra Dev UA&T), Akbarpur, Ambedkarnagar, 2241-22, UP, E-mail: isaenarendranagar@gmail.com
25.	ISAE Odisha Chapter	College of Agril Engg & Technology, OUAT, Bhubaneswar, Odisha. E-mail: isae.odisha@gmail.com
26.	ISAE Pantnagar Chapter	College of Agril Engg & Technology, G.B. Pant University of Agriculture & Technology, Pantnagar-263145, Udham Singh Nagar-263145, Uttarakhand. E-mail: isae.pantnagar@gmail.com
27.	ISAE Parbhani Chapter,	College of Agricultural Engineering, VNMKV, Parbhani- 431401, Maharashtra. E-mail: isaeparbhanichapter@gmail.com
28.	ISAE Punjab Chapter	College of Agricultural Engineering & Technology, Punjab Agricultural University, Ludhiana – 141004, Punjab, Email: isaepunjabchapter@gmail.com
29.	ISAE Rahuri Chapter	Dr. Annasaheb Shinde College of Agril. Engineering & Technology, Mahatma Phule Krishi Vidyapeeth, Rahuri - 413722, Maharashtra. E-mail: isae.rahuri@gmail.com
30.	ISAE Raichur Karnataka Chapter	College of Agricultural Engineering, University of Agricultural Sciences, Raichur-584104, Karnataka, E-mail: isaeraichur@gmail.com
31.	ISAE Raipur Chapter	Swami Vivekananda College of Agricultural Engineering and Technology and Research Station, IGKV, Raipur- 492012, Chhattisgarh. E-mail: cgcisae22@gmail.com
32.	ISAE Sikkim Chapter	College of Agricultural Engineering & Post Harvest Technology, Central Agricultural University, Ranipool- 737135, Gangtok, Sikkim, E-mail: isaesikkimchapter@gmail.com
33.	ISAE Telangana Chapter	ICAR-Central Research Institute for Dryland Agriculture KVK- Rangareddy District, Santoshnagar, Saidabad (Post) Hyderabad- 500059, Telangana, E-mail: isae.hyderabad@gmail.com
34.	ISAE Thanjavur Chapter	NIFTM-T Pudukkottai road, Thanjavur- 613005, Tamil Nadu, E-mail: isae.thanjavur@gmail.com
35.	ISAE Udaipur Rajasthan Chapter	College of Technology and Engineering, Maharana Pratap University of Agriculture and Technology, Udaipur- 313001, Rajasthan, E-mail: isaerajchapter@gmail.com
36.	ISAE Varanasi Chapter	Department of Farm Engineering, Institute of Agricultural Sciences, BHU, Varanasi, UP, E-mail: isaevaranasi@gmail.com

Annexure III

ISAE EXECUTIVE COMMITTEE MEMBERS (2021-24)

The name, designation and e-mail addresses of the Executive Committee members to whom the management and affairs of the Society are entrusted and who had approved the proposal of the initiative taken by the present president for revision/ amendment(s) of the Constitution, Bye-laws and Rules of the Society are given below:

S.No.	Name	Designation	Email	
1.	S.N. Jha	President	president@isae.in snjha_ciphet@yahoo.co.in	
2.	Indra Mani	Immediate Past President	past_president@isae.in maniindra99@gmail.com	
3.	D.M. Kadam	Vice President (Activity Council)	vicepresident_ac@isae.in dmkadam11k@gmail.com	
4.	Ambrish Kumar	Vice President (Technical Council)	vicepresident_tc@isae.in aktswc@gmail.com	
5.	P.K. Sahoo	Secretary General	secretarygeneral@isae.in sahoopk1965@gmail.com	
6.	A.K. Thakur	Treasurer	treasurer@isae.in drakthakur65@gmail.com	
7.	T.K. Khura	Secretary-1	secretary1@isae.in tapankhura2020@gmail.com	
8.	Chandra Shekhar	Secretary-2	secretary2@isae.in agm.engg@indiaseeds.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
Treasurer	Dr. Abhay Kumar Thakur	drakthakur65@gmail.com 7903788300, 8986655051
Secretary-1	Dr. Tapan Kumar Khura	tapankhura@gmail.com 9968183727
Secretary-2	Er. Chandra Shekhar	agm.engg@indiaseeds.com 9166770583
Director, Education, Research and Extension	Dr. U.M. Khodke	umkhodke@rediffmail.com 9422178025
Director, State Services	Dr. Rajeev Choudhary	rajeevchoudhary62@gmail.com
Director, E-Services	Dr. S.B. Lal	sb.lal@icar.gov.in; sblal116@gmail.com 9868576205
Director, Gender Issues	Dr. Kalpana Rayaguru	rayagurukalpana@yahoo.com 9437631812
Editor-in-Chief, AET	Er. Mamta Jain	mamtajain1311@gmail.com
Chief Editor, E-Newsletter	Dr. Chandra Shekhar	agm.engg@indiaseeds.com 9166770583
Director, Membership & Public Relations	Dr. M.S. Seveda	seda_mahenda@rediffmail.com 8972002379
Director, Industry Startup & Entrepreneurship	Dr. D.S. Balachandra Babu	balachandra.babu@gmail.com
Director, International Co-operation	Dr. Ashutosh Singh	asingh47@uoguelph.ca
Director, Awards and Placements	Dr. K.P. Singh	kp.kp.24@gmail.com 8349526698
Director, Farm Machinery & Power	Dr. T. Senthilkumar	thasekumar@gmail.com 9842955606
Director, Agricultural Structures & Process Engineering	Dr. Prabha Kant Pathak	pkpathak65@gmail.com 9450078170
Director, Soil & Water Engineering	Dr. B.C. Kusre	kusrebharat@gmail.com 9933440970
Director, Energy & Bio-engineering	Dr. Atul Mohod	atulmohod72@gmail.com 9423874260
Editor-in-Chief, JAEI	Dr. Dipankar De	dipankar52@gmail.com 9899401810
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 9810400406

Annexure V

Oath of Office

I, < take your *name* >, been elected (or nominated) as < *take your elected/nominated designation* > of the Indian Society of Agricultural Engineers (ISAE) solemnly affirm and pledge that I shall bear true faith and allegiance to the Constitution of ISAE as by law established, that I will duly and faithfully and to the best of my ability, knowledge, and judgment perform the duties assigned to me without fear or favour, affection or ill-will and that I will uphold the Constitution, Bye-laws, and Rules of the ISAE.



Annexure VI

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. Manoranajan 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

- To review the constitution, bylaws and rules of other similar societies/associations of India and abroad.
- To get best of these reviewed societies/associations and draft amended ISAE constitutions/ bye-laws and rules.
- To define constitution of election committee, their power including financial power, after declaration of election.
- To suggest Financial sanctioning power and disbursement rule for executives including President of ISAE
- To define clear-cut Power/rights of Nominations of unelected members in executive committee, council and formation of other need based committees
- To recommend expansion of Executive Council including induction elected members, removal of/addition in in ECs including industry and Government agencies, if any,
- Define final authority for decision making in Executive Committee and Executive Council on various issues.
- 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.
- To frame guidelines/eligibilities of awards and also the duties and obligation of awardees.
- 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

