

IoT Society of India

Constitution and Byelaws

August – 2023

D-315, Indira Nagar, Church Road, Lucknow – 226016, Uttar Pradesh, India
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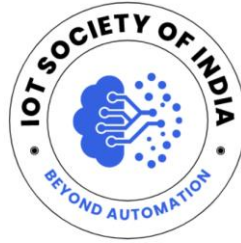
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IoT Society of India

Constitution

August – 2023

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Phone: 91-9839017309, 7080604446 Email: iotsocietyofindia1@gmail.com

IoT Society of India

Constitution and Byelaws

August – 2023

Constitution, Rules & Regulations of IoT Society of India

Article 1 – Name, Objective and Area of Operation

1.1 Preamble

IoT Society of India under section 21 of the Societies Registration Act, 1860, is formed in response to the strongly felt need of IoT Users, Professionals, Entrepreneurs, Industries, Academic Institutions, Government Organizations, Researchers and Scientific community, who are using IoT directly or indirectly in India to come together under one umbrella of a professional society.

1.2 Name

The name of this Society shall be 'IoT society of India' hereinafter referred to briefly as the 'IoT' or the 'Society'.

1.3 Registered Office

The Registered Office of the Society shall be situated in the state of Uttar Pradesh, presently at D-315, Church Road, Indira Nagar, Lucknow – 226016, Uttar Pradesh, India.

1.4 Aims, Objective & Purpose

The Aims, Objective and Purpose of the Society shall be to inculcate IoT culture and work for advancement of the theory, design and applications of Information and Communication Technology (ICT) Hardware and Software, Internet of Things (IoT), Internet of Everything (IoE) including Artificial Intelligence, Machine Language, Data Science, Robotics, Data & Cyber security, Education and Research, Startups and Entrepreneurship, Skill Development, IoT applications, Cognitive Computing, CV, VR and related areas and;

1.4.01 to be the leading provider of technical information, community services, and personalized services to the IoT professionals and promote the general advancement of the science and practice of IoT & related fields in India;

1.4.02 to promote the interests and enhance the status of the IoT & related fields in India;

1.4.03 to represent the IoT profession in India;

1.4.04 to promote interchange of information in IoT and related fields amongst the experts and between the experts and the public and promote their interests, rights and privileges;

1.4.05 to facilitate exchange of information relating to IoT & related fields amongst its members and to spread knowledge and information by arranging lectures/ discussions, by correspondence, by holding of conferences, by the publication of papers/ periodicals/ journals/ books/ circulars etc, by encouraging research work of interest etc;

1.4.06 to provide facilities for working of professionals in IoT & related fields to upgrade their knowledge;

- 1.4.07 to foster a sense of partnership amongst the professionals engaged in IoT to promote the technology;
- 1.4.08 to arrange Refresher/Continuing Education Courses for IoT professionals;
- 1.4.09 to promote applications of IoT to improve the quality of life, for the benefit of India and humanity at large;
- 1.4.10 to work towards maximizing the role of IoT professionals in the development of the technology, and make people understand its positive impacts;
- 1.4.11 to organize lectures to expose IoT Professionals to the latest developments in IoT & related fields;
- 1.4.12 to create, establish and maintain a “Centre of Excellence” in IoT & related fields;
- 1.4.13 to provide high quality technical, educational, research and professional activities, services and standards to serve the members, the IoT professionals and the public;
- 1.4.14 to coordinate research, development, innovation and start-ups in areas relevant to IoT & related fields with other societies and institutions;
- 1.4.15 to promote and showcase IoT Products, services and publications for the benefit of the members and public;
- 1.4.16 to frame and maintain a Code of Professional Ethics and to ensure its observance through self regulatory measures, encourage and assist professionals in IoT & related fields to maintain the highest standards of ethics, integrity and professional competence;
- 1.4.17 to confer and cooperate with institutions and organizations and others engaged in activities having aims and objectives similar to those of the Society;
- 1.4.18 to purchase, take on lease or in exchange, hire or otherwise acquire any property and any rights or privileges which the Society may consider necessary or convenient, and in particular any lands, buildings or works, and build, maintain and alter any building or works of the Society;
- 1.4.19 to sell, let, mortgage, dispose of or turn to account all or any of the property, rights or privileges of the Society;
- 1.4.20 to undertake and execute any trusts which may lawfully be undertaken by the Society and may be conducive to the attainment of its aims & objectives;
- 1.4.21 to hold meetings of its members, the General Body and the Governing Council to frame rules of business from time to time for the conduct of the business of the Society and to maintain books, hire people and establish one or more offices, chapters, student chapters, sub-divisions and agencies in furtherance of the aims and objectives of the Society;
- 1.4.22 to do all such other lawful acts and things as are incidental or conducive to the attainment of the above aims & objectives or any of them.

The Society shall achieve these aims & objectives through;

- a) Formation of States, Divisions and Chapters as given in the Byelaws.
- b) Formation of Group and coordinators to propagate IoT culture among the members, professionals and public.
- c) Conducting lectures, educational and instructional programs, meeting, discussions, and conferences for presentation of papers, publication of journals, periodicals and works of IoT techniques and applications, presentation of awards and prizes to individuals, educational

institutions and organizations to acknowledge their achievements and any other activities necessary, suitable and proper for the fulfillment of these objectives.

1.5 Territory

The operation of the Society shall be the territory of the Republic of India, extendable to global operation, if required.

1.6 The Governing Council

1.6.1 The Governing Council will be formed to conduct and organize the Society activities. The members of the Governing Council will be selected from IoT Users, Professionals, Entrepreneurs, Industries, Academic Institutions, Government Organizations, Researchers and Scientific community. public and private sector undertakings, defense, medical, law and other establishments. The Governing Council will supervise and conduct various activities to achieve the aims and objectives of the Society. The Governing Council will work in accordance with the Constitution and Byelaws.

1.6.2 The tenure of the first Governing Council shall be for two years, extendable by one year, if required. Subsequently the elections will be conducted in accordance with the Byelaws. In case of demise or leaving of any member of the Governing Council due to any reason, the Governing Council members will appoint a member with mutual consent for the remaining period.

1.6.3 The strength of the Governing Council shall not be more than 09.

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1.7 The Advisory Panel

1.7.1 The Advisory Panel will be formed to advice the Governing Council on technical, academic and developmental issues. The IoT experts for the Advisory Panel shall be selected from IoT Users, Professionals, Entrepreneurs, Industries, Academic Institutions, Government Organizations, public and private sector undertakings Researchers and Scientific community. The State Presidents will become the member of the Advisory Panel.

1.7.2 The tenure of the Advisory Panel shall be for one year. In case of demise or leaving of any member of the Advisory panel due to any reason, the Governing Council members will appoint a panel member with mutual consent for the remaining period.

1.7.3 The strength of the Advisory Panel shall not be more than 09.

1.8 Desirous Persons

We, the undersigned, are desirous of forming a Society namely the IoT Society of India, under the Societies Registration Act 1860 as applicable in pursuance of this Memorandum.

Sr.	Name	Address	Mobile/E-Mail	Profession	Membership Status
1.	Dr. Dheeraj Mehrotra	K-739 Aashiana Colony, Lucknow - 226012	9335358916 dheeraj_mehrotra@hotmail.com	Academician	President
2.	Mr. Apoorva Agha	8, Katra Road Allahabad - 211002	apoorvaagha@gmail.com 9415316183	Judiciary	Vice President
3.	Mr. Rakesh Puri	D-315, Near Vishal X Ray, Indira Nagar, Lucknow - 226016	9839017309, 7080604446 purirakesh@rediff.com	IOT Application	Hon. Secretary
4.	Mr. Anupam Kumar Mishra	B-1340, B- Block, Indira Nagar, Lucknow - 226016	9335014015, 9415005613 maxitko@gmail.com	IOT Application	Hon. Treasurer
5.	Mr. Anil Kumar Srivastava	11 / 133, Sector -11, Vikas Nagar, Lucknow - 226022	9415463224 anilsv17@gmail.com	HR Professional	Member
6.	Mr. Manish Sarin	C-155, Opposite HAL Gate Indira Nagar, Lucknow - 226016	8400884444 manishsarin0@gmail.com	IOT Industry	Member
7.	Ms. Shivanshi Puri	D-315, Church Road, D-Block, Indira Nagar, Lucknow - 226016	8840995290 purishivanshi@gmail.com	Startup/ Skill Development	Member

Article 2 - Membership

2.1 Eligibility

Any person or institution who is within the area of operation of the society and who genuinely wishes to be associated with the society to promote the aims & objectives shall be eligible for membership in accordance with this Constitution and Byelaws.

2.2 Grades

The Society shall have different grades of membership depending upon the qualification and experience of the member. The qualifications, privileges and the requirements for admission transfer and severance pertaining to each grade shall be as stated in the Byelaws.

2.3 Dues and fees

The dues and fees shall be as specified in the Byelaws. Under exceptional circumstances, the payment of dues and fees may be deferred or waived in whole or in part by the Governing Council and State Executive Committee hereinafter referred as ExeComm. The ExeComm shall be responsible for operation of activities in their respective geographical areas.

2.4 Finances

All the income, earnings, movable, immovable properties of the Society shall be solely utilized and applied towards the promotion of its aims and objectives only as set forth in the Memorandum of the Society, and no profit thereof shall be paid or transferred directly or indirectly by way of dividends, bonus, profits or in any manner whatsoever to the present or past members of the Society, who shall have no personal claim on any moveable or immoveable properties of the Society or make any profits whatsoever by virtue of membership. The Society is a non-profit establishment meant to promote IoT.

2.4.1 Sources of Income

Sources of income of the Society are:

- a) Admission Fee
- b) Membership subscription
- c) Donations/Grants & Special Contributions
- d) Sponsorship of events
- e) Publications
- f) Fees earned by way of conducting seminars, courses, discourses, Professional Development Programmes (PDI), Faculty Development Programmes (FDP) etc.

2.4.2 All the income of the Society shall be utilized only for the promotion and uplift of the Aims & Objects of the Society.

2.4.3 Consultancy Services:

Society can take up any assignment related to the formulation of any technical document, standard or policy paper, Consultancy service with an IoT application either on its own or in Society with some other organization on voluntary or nominal fee basis with the approval of the Governing council.

2.4.4 Financial Year:

Financial year of the Society shall be from 1st April to 31st March next year.

2.4.5 Management of Funds & Accounts

2.4.5.1 The Governing Council shall cause proper books of account to be kept with respect to:

- a) The assets & liabilities of the Society;
- b) All sums of money received and expended by the Society and the matters in respect of which such receipts and expenditure take place; and

- c) All sales and purchases by the Society

2.4.5.2 Bank accounts shall be operated by joint signatures of any two of the following:

1. President
2. Honorary Secretary
3. Honorary Treasurer
4. Authorized signatory identified by the Governing Council

2.4.5.3 The books of account shall always be open to inspection by members of the Governing Council.

2.4.5.4 The annual accounts of the Society together with the Auditor's Report Shall be presented before the Governing Body at the Annual General Meeting.

2.5 Audit

2.5.1 The accounts of the Society shall be audited by a qualified chartered accountant every year.

2.5.2 The Governing Council shall appoint Auditors of the Society for the ensuing year and fix the terms and conditions of their appointment.

2.5.3 Once at least in every year the accounts of the Society shall be examined and the correctness of the income and expenditure account and Balance Sheet ascertained by the Auditors.

Article 3 - Group of Members

The group of members is made, for promoting the aims, objectives and interests of the Society, the operating rules and the termination of their existence as provided in the Byelaws.

3.1 State Centres and Local Chapters

The geographical areas in the territory of Society shall be grouped into State Centres and Local Chapters as given in the Byelaws. The Voting Members of each State shall elect a State Vice-President as specified in the Byelaws.

3.2 Divisions & STG Units

The technical areas and interests covered by the Society shall be grouped into Divisions as given in the Byelaws. The Voting Members of each State shall elect Divisional Chairpersons for their respective States, as specified in the Byelaws.

A Special Technical Group (STG) of an IoT division is formed to pursue significant long term activity in an emerging area or a specialty of IoT interests. A Division may have as many STG Units as decided by the ExeComm.

3.3 Chapters

In each State there shall be chapters comprising of group of members residing in specified geographical areas. The Voting Members of Chapters shall elect a Vice-Chairman cum chairman elect, as specified in the Byelaws.

3.4 Student Members

In various chapters in specified geographical areas there shall be Student Members associated with the chapter as specified in the Byelaws. The Student Member shall satisfy the essential requirement as specified in the Byelaws.

The Student Member will enjoy all the benefits and rights of Corporate Members except that they shall not have voting rights and shall not hold any elected office of the Institution.

3.5 Dissolution

In the event any of the above chapter/group is dissolved, all funds held by them shall become the property of the Society.

Article 4 – Management

The management of the Society is decentralized in States for the ease of operation and to have a better control. The States shall be working under their respective State Executive Committee (ExeComm). The State ExeComm shall coordinate with the Governing Council for any policy matter or major amendment. The main bodies of the Society shall be the following as specified in the Byelaws;

- a. The General Body.
- b. The Governing Council.
- c. The State Council hereinafter referred to as the 'Council' in their respective State.
- d. The State Executive Committee referred as (ExeComm) in their respective State.
- e. The State & Corporate Officers hereinafter referred to as the 'Officers'.
- f. The Advisory Board.

The Governing Council & State ExeComm may designate or appoint Committees and confer such powers that normally come under their competence, as they deem necessary to fulfill the function as assigned to them.

4.1 The General Body

4.1.1 Composition and Voting Rights

The General Body of the Society shall consist of all Voting Members, as defined in the Byelaws, who shall have one vote each.

4.1.2 Authority

The General Body shall be the supreme authority of the Society. It shall legislate, guide and direct the Society in all its activities. In particular;

- a. it shall receive, review and accept the annual report, the audited accounts and shall appoint auditor.
- b. it shall ratify the establishment and termination of group of members.
- c. it shall elect members to the offices, as specified in the Byelaws.
- d. it shall name the inheriting body with similar purposes as IoT in the event of the winding up of the Society.

The venue of the Annual Convention and name of the Chairman of the Organizing Committee and other members of the OC shall be decided by the Governing Council in consultation with the State ExeComm members.

4.1.3 Quorum and Majority

Fifteen percent or one hundred of the total Voting Members, as recorded in the official IoT membership records at the end of the previous year, whichever is less, shall constitute a quorum.

Decisions of the General Body shall be taken by a simple majority of those voting unless otherwise provided in the Constitution and Byelaws.

4.1.4 Meetings

a. The General Body of the Society shall ordinarily meet once in the fiscal year, briefly referred to as the 'Year', normally at the Annual Convention and this Meeting being referred to briefly as the 'AGM'.

b. There shall be a minimum of thirty days notice for the General Body Meeting of the Society. The notice shall include the agenda, venue and time.

c. The General Body may, however, be convened at any time, if the Governing Council President, after consultation with the various bodies of the Society, deem it necessary. It shall also be convened, at the request of the Council or one hundred Voting Members, within three months of the request.

4.2 The Governing Council

4.2.1 The Governing Council shall consist of the following office bearers.

- 1) President,
- 2) Vice President,
- 3) Hon. Secretary,
- 4) Hon. Treasurer,
- 5) Immediate Past President and
- 6) Maximum Five of the nine members

4.2.2 The strength of the Governing Council shall not be more than 09.

4.2.3 The Governing Council shall be responsible for making necessary amendments in the memorandum of Society or byelaws or constitution or name or location of the society with a mutual consent.

4.2.4 The Governing Council Advisory Panel is formed to advice the Governing Council on various Technical, Educational and other issues.

4.2.5 Terms of Office:-

- a. The term of the Governing Council will be for two years after which election will be held. In case, the election does not take place after two years for any reason whatsoever the previous office bearers shall continue to act as such for a period of maximum one year thereafter. The term of the subsequent Governing Council shall be for 2 years.

- b. Governing Council members shall meet at least once in three months.

4.2.6 Elections:-

- a. Elections shall be held once in a two years.
- b. In case of demise or leaving of any member of the Governing Council due to any reason, the other members will appoint a member with mutual consent for the remaining period.
- c. Voting in all elections of the society be through secret ballot.

4.2.7 Power of the Governing Council:-

- a. Governing Council shall exercise all such powers of the society as are required to be exercised by the society in a general body meeting. The Governing Council shall also have the following powers.
- b. To invest the funds of the society in such a manner as may be.
- c. Shall make future plans and programs and activities to be pursued by the society.
- d. To terminate old members as per the regulation of the society.
- e. To appoint new members as per the regulations of the society.
- f. Legislate, guide and direct the Society in all its activities.
- g. They shall approve a scheduled bank with branches all over India, to deposit the funds received by the Society. The Governing Council shall also designate the Officer(s) authorized to execute withdrawals thereon.
- h. The interpretation of this Constitution and Byelaws rests with the Governing Council.

4.3 State Council (Council)

4.3.1 Composition

The Council shall be composed of their respective Officers, the State President, Divisional Chairmen and Chairmen of the Chapters, elected as specified in the Byelaws. The Past President shall be ex-officio and voting member of the Council.

4.3.2 Authority

The Council shall administer the Society through the preparation and maintenance of various operational manuals and make all decisions except those specially reserved for the Governing Council and General Body and shall advise on all matters coming up for decision.

4.3.3 Quorum and Majority

The Council shall be able to conduct business if at least one third of its members are present. Decisions of the Council shall be taken by a simple majority of the members present.

4.3.4 Meetings

The Council shall ordinarily meet once a year, normally at the Annual Convention, prior to the 'AGM'. It may however be convened at any time if the State Presidents and the State ExeComm deem it necessary.

It shall also be convened, within two months, upon the request of a majority of its members.

4.4 State Executive Committee (State ExeComm)

4.4.1 Composition

The State ExeComm shall be composed of the Officers, the State President, the State Vice President, Hon. Secretary, Hon. Treasurer, Immediate Past President and the divisional chairpersons. Every member of the ExeComm shall continue to hold office and discharge the duties until a successor takes his place.

4.4.2 Authority

The State ExeComm as a whole or through the officers shall conduct the day-to-day operations of the Society. They shall operate the bank account as per approval of the Governing Council. The Governing Council shall designate the Officer(s) authorized to execute withdrawals thereon.

4.4.3 Quorum and Majority

The State ExeComm shall be able to conduct business if at least one third of its members are present. Decisions of the State ExeComm shall be taken by a simple majority of the members present.

4.4.4 Meetings

The State ExeComm shall meet at least three times during the year on dates and places decided by it, as stated in the Byelaws. It shall also be convened, within twenty days, upon the request of more than one third members.

4.5 Corporate Officers

4.5.1 Composition

The Officers of the IoT shall be the President, the Vice President, Hon. Secretary, Hon. Treasurer, Immediate Past President and the members of the Governing Council. The President, The Vice President, Hon. Secretary, Hon. Treasurer, and the members of the Governing Council shall be elected as per the Byelaws.

4.5.2 Authority

The Officers shall perform these functions:

a. The President shall be the principal officer of the Society and shall preside the meetings of the General Body, the State Council, the ExeComm and the meetings of any other bodies as specified in the Byelaws. The President shall have no vote, unless the votes cast are equally divided.

b. The Vice-President shall assist the President in carrying out the organizational duties and in the absence or incapacity of the President assume the duties of the President.

c. The Secretary shall maintain the records of activities, membership and any other aspects of the Society as required by the law. The Secretary shall be responsible for the arrangements of all meetings of the General Body, the Governing Council, the Council and the ExeComm and such other specified in the Byelaws.

d. The Treasurer shall conduct the fiscal affairs of the Society and maintain records thereof.

e. In the event of the absence or incapacity of both the President and the Vice-President, the Governing Council members shall elect from amongst themselves an interim President for the period not longer than the unexpired term of the President. The Interim President shall perform all the duties of the President and Vice-President during the period.

4.6 Advisory Board

4.6.1 Composition

The IoT Advisory Board consists of all the past Presidents, Fellows of the IoT Society of India, the ExeComm members, Executive Director, Executive Secretary and special invitees by the President.

4.6.2 Authority

The IoT Advisory Board is an advisory forum.

4.7 Recall

Any elected member of the Council may be recalled by a vote of the membership. A two-thirds vote of the Council or a petition to the Council by five percent of the total membership that elected the member to the Council shall cause a special ballot to be directed and scheduled by the Council. A two-thirds majority of the votes cast, provided at least one-third of the membership has cast the ballots, shall be required for the immediate removal of the member from the Council. The procedure for the declaration of the result shall be the same as for the elections.

The elected members of the ExeComm may be removed under special circumstances by the majority vote of the council who elected the member, with or without cause, if the ExeComm member to be removed “fails to perform his/her duty, misconduct” etc.

The recall process shall be carried under the supervision of the Governing Council.

4.8 Dissolution

The Society shall not be dissolved unless three-fourths of the Voting Members, as per the official records of the IoT at the end of the previous year at a special ballot held for that purpose, vote for its dissolution. The assets shall be inherited by a body having similar objects as those of IoT duly decided by the Governing Council and the General Body.

4.9 Law

Anything not provided for in this Constitution and Byelaws shall be in accordance with Indian Law on the subject.

4.10 Jurisdiction

Any legal petition concerning the Society and its business shall be filed only in courts having jurisdiction over Lucknow where the Principal Office of IoT at present is situated. For filing any such petition prior sanction of the Council shall have to be obtained.

Article 5 - Nomination and Elections

5.1 Nomination and Elections

The Nomination and Elections for the Governing Council, the State ExeComm and the Chapter office bearers shall be conducted after expiry of their tenure. As the society is divided in States, the elections will be held State wise for electing the State ExeComm and the Chapter office bearers in accordance with the Byelaws.

The First State ExeComm and Chapter office bearers shall be nominated/ selected to start the activities in their respective State/Chapter. A group of members shall be entrusted with the responsibility to start activities in the State/Chapter. Once the State/Chapter is established the elections for the various posts shall be conducted in accordance with the Byelaws.

5.1.1 The elections of the Governing Council shall be conducted every two years in accordance with the Byelaws.

5.1.2 The elections of the State ExeComm in accordance with the Byelaws.

5.1.3 The Chapter elections under the respective State in accordance with the Byelaws.

5.2 The Governing Council

The Governing Council Nomination Committee constituted in accordance with the Byelaws after expiry of tenure of two years shall submit to the Governing Council a list of nominees for such offices as may be specified in the Byelaws, to be elected by Voting Members or Group of them. The Committee shall submit, along with this list, the bio-data and the statement of each nominee on how the nominee intends to serve the Society.

- a. The Governing Council shall submit to all Voting Members the names, bio-data and statements of all the nominees for election in accordance with the Byelaws.
- b. Alternate means of nomination by individual Voting Members shall be as specified in the Byelaws.

5.3 The State ExeComm

The State Nomination Committee, constituted in accordance with the Byelaws shall submit to the State ExeComm a list of nominees for such offices as may be specified in the Byelaws, to be elected by Voting Members or Group of them. The Committee shall submit, along with this list, the bio-data and the statement of each nominee on how the nominee intends to serve the Society.

- c. The State ExeComm shall submit to all Voting Members the names, bio-data and statements of all the nominees for election in accordance with the Byelaws.

- d. Alternate means of nomination by individual Voting Members shall be as specified in the Byelaws.

5.3.1 Elections

The State Nominations Committee shall supervise the conduct of the Elections, the counting of the ballots and communicate the results to the State ExeComm for declaring the results as given in the Byelaws.

5.4 Chapter Elections in the respective states.

The Chapter Nomination Committee, constituted in accordance with the Byelaws shall submit to the Chapter MC a list of nominees for such offices as may be specified in the Byelaws, to be elected by Voting Members or Group of them. The Committee shall submit, along with this list, the bio-data and the statement of each nominee on how the nominee intends to serve the Society.

- a. The Chapter MC shall submit to all Voting Members the names, bio-data and statements of all the nominees for election in accordance with the Byelaws.
- b. Alternate means of nomination by individual Voting Members shall be as specified in the Byelaws.

5.4.1 Elections

The Chapter Nomination Committee shall supervise the conduct of the Elections, the counting of the ballots and communicate the results to the Chapter MC for declaring the results as given in the Byelaws.

Article 6 – Amendments

6.1 The Governing council is authorized to make necessary amendments in the constitution for the first two years during the opening and expansion of the society.

6.2 An amendment to the Constitution is to be proposed at a regular meeting of the General Body and adopted by vote of at least two thirds of those present, for it to be placed on the ballot. The schedule of balloting and declaration of results shall follow thereafter the schedule for the elections. If urgency so requires, the Governing Council may direct a special ballot to be held to decide on Amendments, independently of the schedule for the annual elections.

6.3 A copy of such amendment, if lawful, shall be mailed with a ballot to each Voting Member, as specified in the Byelaws.

6.4 A vote of at least two-thirds of all ballots cast, provided the total number of those voting is not less than twenty per cent of the total Voting Members in the membership records at end of the previous year, in favor of the amendment shall be necessary for its adoption. The membership shall be notified of the result of voting at the earliest through a publication distributed to all the members.

6.5 Amendments shall take effect thirty days after adoption. However, the status of a member of the ExeComm already in office shall not be affected by an amendment. The member shall continue to serve in that capacity till the term of office expires.

Article 7 - Dissolution

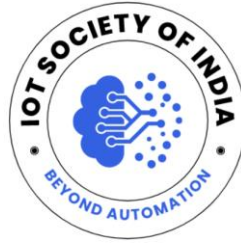
If the Society needs to be dissolved, it shall be dissolved as per provisions laid down under Section 13 & 14 of the Societies Registration Act, 1860.

Article 8 - Legal Proceedings

The Society may sue and/or be sued in the name of President as per provisions laid down in the Societies Registration Act, 1860.

Article 9 - Application of the Act

All the provisions under all Sections of the Societies Registration Act, 1860, shall be applicable to the Society.



IoT Society of India

Byelaws

August – 2023

D-315, Indira Nagar, Church Road, Lucknow – 226016, Uttar Pradesh, India
Phone: 91-9839017309, 7080604446 Email: iotsocietyofindia1@gmail.com

IoT Society of India

Constitution and Byelaws

August - 2023

Bye-Laws

DEFINITIONS

In constitution and Bye-laws, except as hereinafter defined and unless the context otherwise requires, following words shall bear the meanings set opposite them respectively;

- Society means the IoT Society of India registered under the Societies Registration Act 1860.
- 'IoT' means 'Internet of Things'.
- 'Constitution' and 'Byelaws' means the 'IoT Constitution and the 'IoT Byelaws'.
- General Body means all Fellows, Members, Associate Members and Student Members of the Society.
- Governing Council means the Governing Council of the Society constituted under these Byelaws.
- Fellow means a Fellow of the Society duly elected under these Byelaws.
- Member means a Member of the Society duly elected under these Byelaws. 'Members'. Includes 'all grades' of membership.
- Associate Member means Associate Member of the Society duly elected under these Byelaws.
- President means the President of the Society.
- Vice-President means Vice-President of the Society.
- Honorary Secretary means the Honorary Secretary of the Society.
- Honorary Treasurer means the Honorary Treasurer of the Society.
- State Centre means Centre of the Society opened to look after the interests of the Society in a given geographical region.
- 'Council' means the 'State Council'.
- 'Office' means the 'Corporate Office'.
- 'Officers' means the 'Corporate Officers'
- 'He' includes 'she' and 'His' includes 'Her'.
- Chapter means IoT Chapter under the respective State, opened to look after the interests of the Society in a given geographical region.
- ExeComm means State ExeComm unless specified.
- 'MC' means the 'Management Committee'.
- 'NC' means the 'Nomination Committee'.
- 'Year' means the 'IoT fiscal year'.
- 'Majority' means 'simple majority', that is, more than half of the body.
- 'Amendment' includes 'incorporation, modification and deletion'.
- 'Institutions' means Educational Institutes/ Industry/ Govt., Public and Private Organizations.
- IoT includes Information and Communication Technology (ICT) and related technologies.
- Chairman includes Chairperson.

Section 1 – Name of the Society

The name of this Society shall be **IoT society of India** hereinafter referred to briefly as the 'IoT' or the 'Society'. IoT refers to the Internet of Things Technology and related fields including Information and Communication Technology (ICT).

Section 2 – Society Organization

2.1 Registered Office

The Society is a Registered Society under the Certificate of Registration No. LUC/03926/2023-24 Dated 15.09.2023 of Section 21 of the Society Registration Act No. 1860 under the name 'IoT Society of India'. The Registered Office of the Society shall be situated in the state of Uttar Pradesh, presently at D-315, Church Road, Indira Nagar, Lucknow – 226016, Uttar Pradesh, India.

2.2 Principal Office

The Society shall have a Principal Office for the conduct of the business of the Society. The location of this office shall be as decided by the General Body from time to time.

2.3 Emblem

The emblem of the Society shall be protected by legal registration and shall be reproduced only in connection with official business of the IoT Society of India'.

Section 3 – Membership

3.1 Eligibility

Any person or institution subscribing to the purposes of the Society shall be eligible for membership in accordance with this Constitution and Byelaws.

3.2 Grades

The Society shall have grades of membership. The qualifications, privileges and the requirements for admission transfer and severance pertaining to each grade shall be as stated in the Byelaws.

3.3 The grades of Society membership are;

- a. Honorary Member - Honorary Fellows and Honorary Life Fellows.
- b. Individuals – Fellow, Chapter Patron, Senior Member, Member, Associate member and Student.
- b. Institutions – Educational Institution / Voluntary Service Organizations, Other Institutions.

3.3.1 The following qualification shall bear the meanings set opposite them respectively unless or otherwise defined;

- a) Degree/Diploma in Management, Medical, Law, Architecture, Finance or equivalent in any stream from an accredited institute.
- b) Engineer - B.E./B.Tech/B.Arch or equivalent in any engineering discipline from an accredited institute.

- c) Diploma - Diploma in engineering or technology or equivalent qualification granted by a State Board of Technical Education, or recognized by the State Government concerned or the Central Government or any other reputed institution.
- d) Graduate/Post Graduate- B.Sc/B.Com, M.Sc/M.Com degree or equivalent in Applied Science, Physics, Chemistry, Biology, Commerce, Mathematics, Life Science, IoT and related fields.
- e) ITI – ITI post-secondary schools qualification or equivalent from industrial training centers (ITC) constituted under the Directorate General of Training (DGT), Ministry of Skill Development and Entrepreneurship, Union Government, to provide training in various trades associated with IoT and related fields.
- f) Vocational Courses – Vocational education and apprenticeship at the secondary or post-secondary level or equivalent and having procedural and application knowledge in the IoT and related fields.
- g) Non-graduate – IoT professionals not having any specific degree but working in the IoT or related field for more than 10 years.

At the discretion of the ExeComm, qualification may be relaxed for an exceptionally good candidate who is engaged in IoT and related fields.

3.4 Rights and Privileges

3.4.1 Fellows, Senior Members, Members and Associate Members shall be entitled to all rights and privileges of the Society. They shall be referred to as 'Voting Members' of the Society.

3.4.2 Students shall be entitled to all rights and privileges of the Society excluding the right to vote or hold an elective office, except where specifically indicated otherwise.

3.4.3 The Institutions as specified in the Byelaws may nominate three full time faculty members/ employees in their organizations. These institutions may also nominate their additional full time faculty members/ employees by paying additional annual dues stipulated in the Byelaws. The grades of the nominees shall be decided in accordance with the requirements as for individual members and they shall be entitled to all rights and privileges of their grade.

Institutions shall indicate their officer(s) authorized to nominate and correspond on their behalf.

3.4.4 Assertion of IoT membership by members for purely personal purposes is authorized, including the right to use the following abbreviations by the members of the corresponding grades: Individuals - FIoT, Sr. MIoT, MIoT & AMIoT, and Institutions – Institutional Member IoT.

3.4.5 Publications - Every Member of the Society shall receive such Publications of the Society as and when published by the ExeComm, from time to time.

3.5 Admissions and Transfers

3.5.1 Fellow

The grade of Fellow shall be conferred only on invitation of the Governing Council upon a person of outstanding qualification and experience as specified in the Constitution and for distinguished individual contribution to one or more of fields of interest to IoT. A candidate for the award of Fellow grade shall

have been a member of the Society for a period of 10 years or more preceding June 30 of the year of election.

The Governing Council shall be competent to decide the number as required from time to time. The Governing Council shall prescribe procedures for the purpose and the manner of bestowing the honor on them.

3.5.2 Honorary Life Fellow

The grade of Honorary Life Fellow shall be conferred by the Governing Council upon a distinguished person of high eminence, who has contributed to the advancement or development of IoT and related fields. All such conferment shall be by invitation and shall be announced at the next Annual General Meeting of the Society.

The Governing Council shall be competent to decide the number as required from time to time. The Governing Council shall prescribe procedures for the purpose and the manner of bestowing the honor on them.

3.5.3 Chapter Patron

The grade of Chapter Patron shall be conferred by the Governing Council in consultation with State ExeComm upon a person for his distinguished contribution, services and work for the chapter for his contribution in IoT and related fields. All such conferment shall be by invitation and announced at the next Annual General Meeting of the Society. The Governing Council, however, shall decide the number as required from time to time.

The Governing Council and State Council shall prescribe procedures for the purpose and the manner of bestowing the honor on them. The State ExeComm shall recommend the names to the Governing Council in their respective States.

3.5.4 Senior Member

The grade of 'Senior Member' is for the professional who have made significant contribution in IoT and related fields. Proposals for transfer to this grade shall be made by the State ExeComm and approved by the Governing Council. The candidate shall be either;

- a. An Engineer/Management/Medical/Law/Architecture/other graduate or post graduate and a member of the Society for 7 years or have 9 years recognized standing in any field or;
- b. A graduate (in any stream) from an accredited education institution and be a member of the Society for 9 years or have 12 years recognized standing in any field or;
- c. Diploma or equivalent from an accredited educational Institution and a member of the Society for 12 years or have 15 years recognized standing in any field or;
- d. ITI or Vocational training or equivalent from an accredited educational Institution and a member of the Society for 15 years or have 18 years recognized standing in any field or;
- e. Non-graduate with experience in any field and a member of the Society for 18 years.

The State ExeComm may however enroll a member directly as a Senior Member with the approval of the Governing Council, if the applicant has qualification and experience better than stated above.

A member of the Society having continuous membership of minimum 9 years will be invited for applying to this grade. This process will be done with reference to date December 31.

3.5.5 Member

The grade of Member is a professional grade limited to those who have professional competence in IoT and related fields.

For transfer to this grade, a candidate shall be either:

- a. An Engineer/Management/Medical/Law/Architecture/other graduate or post Graduate and a member of the Society for 3 years or have 5 years recognized standing in any field or;
- b. A graduate (in any stream) from an accredited education institution and be a member of the Society for 5 years or have 8 years recognized standing in any field or;
- c. Diploma or equivalent from an accredited educational Institution and a member of the Society for 8 years or have 10 years recognized standing in any field or;
- d. ITI or Vocational training or equivalent from an accredited educational Institution and a member of the Society for 10 years or have 12 years recognized standing in any field or;
- e. Non-graduate with experience in any field and a member of the Society for 12 years.

The State ExeComm may however enroll an individual directly as a member if the applicant has qualification and experience better than stated above.

3.5.6 Associate

The grade of Associate is limited to those in good standing of recognized technical or scientific organization. For admission to this grade the Candidate should have an adequate qualification and experience as stated below;

- a. An Engineer/Management/Medical/Law/Architecture/other graduate or post graduate from an accredited institute in any field.
- b. A graduate (in any stream) from an accredited education institution.
- c. Diploma or ITI or Vocational Training or equivalent from an accredited educational Institution with recognized standing of 4 year in any field.
- d. Non-graduate with experience in any field and a member of the Society for 6 years.

3.5.7 Student

The grade of Student is limited to:

- a) Students who pass 10 + 2 academic program and are enrolled for a degree course either full time or part time at accredited educational institutions and carrying at least thirty percent of a normal full time academic program, in any field or;

- b) Students who pass 10 + 2 academic program and are doing diploma courses, approved by the State Directorate of Technical Education in any field or;
- c) Students who pass 10 + 2 academic program and are doing a course in a non-formal institution in any field or;
- d) Student doing graduation course or equivalent in any field or;
- e) Students who are student members of any technical or scientific Society with interest common to the IoT and related fields or;
- f) Students who are perusing CBSE and equivalent boards and using emerging technologies such as IoT, AI, Data Science, AR and VR as skill subjects for classes VI-XII;

3.5.8 Institution

The institutional membership of the Society is limited to organizations engaged in use, sales, service, research, development and teaching in the areas of interest to IoT and related fields. A nominated member of an institution shall cease to be a member of the Society on severance of his employment with the Institution, or if the membership of the Institution is terminated.

3.5.9 The State ExeComm of the Society may, in special cases, take into account the particular experience of a person in a relevant field and modify or waive the requirement of the time factor or references for admission or transfer to a suitable grade with the approval of the Governing Council.

3.5.10 Applications for admission or transfer shall be made on the forms available for this purpose from the Office of the Society. The persons named as references shall certify the correctness of the statements made in the application, from personal knowledge or on examination of evidence produced by the candidates. In addition they shall mail direct to the Office of the Society reports, in confidence, on forms supplied to them by the applicant.

3.5.11 Reapplication

A candidate for admission or transfer to any grade may reapply after the expiry of one year from the date of rejection, for the same grade.

3.6 Dues and Fees

3.6.1 Dues

The Membership Dues shall be Decided and Approved by the Governing Council.

3.6.2 Entrance Fee

The Entrance Fee shall be Decided and Approved by the Governing Council.

3.6.3 The entrance fee, the annual dues and other assessments, if any, shall be payable with the application for admission. The applicant shall enjoy all the rights and privileges of his grade from the first day of the next calendar month, except where explicitly stated otherwise. The candidate will be given suitable grade as per the qualification and experience in accordance with the Byelaws.

3.6.4 A member who has become unemployed through involuntary termination and seeking re-employment, on request, shall be entitled to all the rights and privileges of his grade upon payment of one half of the annual dues and other assessments, if any.

3.6.5 A retired member, not gainfully employed, on attaining the age of sixty years may apply for reduced dues. The reduction in fees may be granted on merit.

3.6.6 The Governing Council may, under exceptional circumstances, waive dues for a period and declare that during the period of such waiver, the member has maintained continuous membership.

3.7 Billing, Termination and Reinstatement

3.7.1 The annual dues period is one year from the date of receipt of payment by the Society. A billing covering these dues and other assessments shall be mailed to every member on expiry (15 days in advance) and shall be paid within 15 days of the expiry date. However if discontinued the membership will continue from the date of receipt of payment for one year.

3.7.2 Termination of Membership

3.7.2.1 Non-payment of Annual Subscription

If the bill remains unpaid, the rights and privileges of the member will be suspended and that if the bill remains unpaid, his membership shall be terminated. The unpaid bill notice shall be a final bill, with the suggestion that the member pay the same without further delay.

3.7.2.2 Death

Upon the Governing Council being satisfied of the death of a member, his/her name shall be removed from the register of members of the Society.

3.7.2.3 Resignation

- a) A member may at any time resign from the membership of the Society by delivering a notice in writing, accompanied by his/her certificate of membership, to the Society.
- b) A member who is under any financial liability to the Society shall have to clear all dues to the Society prior to submitting the resignation.

3.7.2.4 Non-compliance & Misconduct

The Governing Council may terminate membership of any member of the Society or require his/her resignation, upon being satisfied that he/she has willfully acted in contravention of the requirements set by the Byelaws, and is therefore unfit to belong to the Society.

3.7.3 Reinstatement

3.7.3.1 Any member whose name has been removed from the membership of the Society for non-payment of the subscription may apply for reinstatement. The Governing Council may, at their discretion, allow his name to be reinstated subject to his clearing all his past dues to the Society at current rates of subscription. If the member fails to clear his dues to the Society his reinstatement may be considered by the Society only as life member and on payment of the compounding fees corresponding to his membership grade.

The suspended membership rights and privileges shall be restored as stated in the Byelaws on the receipt of such payment, from the date of receipt of payment.

3.7.3.2 Membership so terminated will resume, with no loss of continuity, upon payment of all dues and other assessments, if any, in arrears. Membership may also be resumed after a lapse, without continuity of membership upon payment of current dues and assessments, if any. If the lapse of membership equals or exceeds two years a new entrance fee, if any shall be paid upon renewing membership.

3.7.3.3 On the resumption of membership, the rights and privileges of his grade shall be restored from the first day of the next calendar month, except where stated explicitly otherwise. Publications, if any that he would have normally received during the interim period, had his membership been continuous shall be considered forfeited. However, upon written request these will be supplied, if available.

3.7.3.4 The mailing of bills or statements to the E-mail/address of a member on the records of the Society shall be considered as a valid notice of indebtedness.

3.8 Code of Ethics

The Society member shall conduct them in an honorable and ethical manner. They shall uphold the values of truth, honesty and trustworthiness and safeguard human life and welfare and the environment. In keeping with these basic tenets, Society member shall:

- a. Hold paramount the safety, health and welfare of the public and the protection of the environment and promote health and safety within the workplace;
- b. Offer services, advice on or undertake assignments in areas of their competence and practice in a careful and diligent manner;
- c. Act as faithful agents, maintain confidentiality and avoid conflicts of interest;
- d. Conduct themselves with equity, fairness, courtesy and good faith towards colleagues and others members, give credit where it is due, and accept, as well as give, honest and fair criticism;
- e. Report to their Society any illegal or unethical practices by members or others;

3.8.1 All members will be required to give an undertaking to the effect that they would abide by the IoT Code of Ethics. The Code of Ethics will also specify the procedure for the action to be taken against concerned members for any breach of this Code.

Following is the Code of Ethics;

Code of Ethics for IoT members (all categories)

1. A member of the IoT Society of India shall:

- Organize the resources available to him and optimize these in attaining the objectives of the Society.
- Not misuse his authority or office for personal gains.

- Comply with the Indian laws relating to the management of the Society and operate within the spirit of these laws.
- Conduct his affairs so as to uphold, project and further the image and reputation of the Society.
- Maintain integrity in research and publications.

2. As regards the Society, IoT member should:

- ❖ Act with integrity in carrying out the lawful policy and instructions of his organization and uphold its image and reputation.
- ❖ Plan, establish and review objectives and tasks for himself and his subordinates who are compatible with the Codes of Practice of other professionals in the enterprise, and direct all available effort towards the success of the enterprise rather than of himself.
- ❖ Fully respect the confidentiality of information which comes to him in the course of his duties, and not use confidential information for personal gain or in a manner which may be detrimental to his organization or his clients.
- ❖ In his contacts and dealings with other people, demonstrate his personal integrity and humanity and when called to give an opinion in his professional capacity, shall, to the best of his ability, give an opinion that is objective and reliable.

3.8.2 Code of Ethics

Undertaking

I,----- affirm that as an IoT member, I shall abide by the Code of Ethics of the IoT Society of India (IoT). I further undertake that I shall uphold the fair name of the IoT Society of India by maintaining high standards of integrity and professionalism.

I am aware that any breach of the Code of Ethics may lead to disciplinary action against me under the Byelaws and rules of the Society; I hereby confirm that I shall be bound by any decision taken by the Society in such matters.

(Signature)

Place:-----

Date :-----

3.9 Resignation, Severance and Violation

3.9.1 Resignation

- A member in good standing may resign by submitting a written resignation to the Office of the Society.

- A resigned member may resume his membership, subject to the approval of the Governing Council, upon payment of current dues and other assessments, if any. Entrance fee, if any shall not be levied on such members.

3.9.2 Severance

If an applicant has secured admission or transfer on willful misrepresentation, the Governing Council shall call for an explanation from the member. If thereafter the Governing Council concludes that the member is guilty of misrepresentation the membership shall be terminated and the member intimated accordingly.

3.9.3 Action against an IoT Member for a Violation

The strategy for dealing with violations by members of the Code of Ethics of the Society is enumerated in this section. The 'members' includes Institutional members individually as well as collectively.

3.9.4 Complaints

1. All complaints shall be made in writing within 60 days of the violation being noticed. These may be addressed to any Office Bearer at a Chapter or a member of the ExeComm with the following information;

- a) Date of event;
- b) Person (s) involved.
- c) Place of event and circumstances.
- d) Witnesses

2. All complaints will be sent to the Governing Council, by the recipient, with his / her comments.

3.9.5 Action Procedure

1. The President will send the complaint to the Disciplinary Committee of the Society appointed by the Governing Council. The Disciplinary Committee would take the following actions:

- a) If the case is clear cut, get written explanations from various parties and set a date for hearing.
- b) Carry out investigation, by visit to the location, if necessary.
- c) Fix a date for a formal hearing. The hearing would go into evidences offered and allow witnesses to be brought and examined.

2. Findings of the committee would depend on merit of each case and their recommendation to the Governing Council may be;

- a) Honorable acquittal.
- b) Removal from membership.
- c) Any other.

3. There shall be No appeal on the decision of the Governing Council.

4. The decision will be promulgated through the Society Communications.

Section 4 - Members Organization

4.1 Guidelines and Manuals

The guidelines and manuals for the administration of the Society shall be prepared by the Governing Council. The details covered shall include all the group of members, States, divisions, Units, and Student Branches. The guidelines may include;

4.1.1 The Governing Council may alter/ change the structure of the States and divisions as deemed necessary for the effective conduct and operation of the society.

4.1.2 The changes shall be made effective so that no State President/ Divisional Chairperson shall have his term shortened by such a change. The tenure of office of the State President and Divisional Chairperson shall be one year except two years for Hon. Secretary and Hon. Treasure. The State Vice-President shall be president elect for the next year.

4.1.3 The purposes of the Society shall be actively promoted in the State by State ExeComm and the Chairmen of the Chapters and Counselors of the Student Branches as members. They shall be responsible to promote IoT in their respective State, formation of new Chapters and Student Branches. They shall also be responsible for coordination of the activities of the entire Group in the State and placing the views and the needs of the States before the Governing Council.

4.2 State Centres and Local Chapters

4.2.1 The geographical areas in the territory of Society shall be distributed in states as given in the Byelaws. The Voting Members of each state shall select a State Vice-President, as specified in the Byelaws.

4.2.2 The Governing Council shall establish one State Centre of the Society in each State/Union Territory. The boundaries of the State Centre shall be the geographical boundaries of the State / Union Territory as notified by the Government of India and all members of the society normally and ordinarily residing or being in employment or practicing or carrying business within such boundaries will comprise the membership of that State Centre. The location of the office of the State Centre shall be in the capital of the State / Union Territory unless explicitly stated otherwise.

4.2.3 The Governing Council shall nominate the first committee or shall form an ad-hoc Committee of not more than seven members for the establishment of a new State Centre,

4.2.4 Each State Centre shall be constituted and its affairs shall be managed and carried in accordance with the provisions laid down in the constitution and Byelaws, and other rules duly framed and approved from time to time by the Governing Council.

4.2.5 The Governing Council may establish Local Chapters of the Society within the geographical boundaries of a State Centre on the recommendation of the State Centre in accordance with constitution and Byelaws of the Society.

4.2.6 The Governing Council shall review the necessity of continuing or abolishing a Local Chapter if, after four years from its establishment the total strength of Members attached to that Local Chapter is less than one hundred. On abolition of a Chapter, the Governing Council shall decide on the reorganization of its jurisdiction as well as the distribution of its properties and assets.

4.3 Divisions & Group

4.3.1 The technical areas and interests covered by IoT and related fields shall be grouped into Divisions as given in the Byelaws. The Voting Members of each State shall elect a Divisional Chairperson, as specified in the Byelaws. The term of the Divisional Chairperson shall be for two years.

4.3.2 The fields of interest to the Society shall be divided into 16 Divisions:

- Division 1: Internet of Things (IoT) & Internet of Everything (IoE).
- Division 2: Artificial Intelligence, Machine Language, Cloud and Edge Computing.
- Division 3: Data Science, Data and Cyber Security, Quantum Technology
- Division 4: IoT application in Health (IoHT), Life Science and Biomedical Engineering
- Division 5: IoT application in Educational Sector.
- Division 6: IoT application in Industries – Industrial IoT.
- Division 7: IoT application in Government, Public and Private Organizations.
- Division 8: IoT application in Banking, Financial Services and Insurance (BFSI).
- Division 9: IoT application in Law and Law enforcement.
- Division 10: IoT application in Smart City / Transportation, Smart Hospitality and Smart Agriculture etc.
- Division 11: IoT application in Defense, Aeronautics and Marine.
- Division 12: Information and Communication Technology (ICT).
- Division 13: Research, Entrepreneurship, Startups, Innovation & Skill Development.
- Division 14: Robotics, Cobotics & Autonomous Systems, Blockchain Technology.
- Division 15: Cognitive Computing, Social Sensing, Cognitive IoT and Human-Computer Interfaces.
- Division 16: Computer Vision, AR/VR, Speech, Video & Text Analytics, Image Processing.

4.3.2.1 The Governing Council may alter the grouping of the fields of the Divisions or add Divisions as and when required.

4.3.2.2 The Governing Council may also establish Special Technical Group (STG) within any Division established in accordance with the provisions of the Bye-Law for the advancement of the respective area.

4.3.3 Formation

A division shall be considered established when the Governing Council gives the Charter on the recommendation of the Council, after the Byelaws have been approved by the Governing Council.

The First State ExeComm and Chapter office bearers shall be nominated/ selected to start the activities in their respective State/Chapter. A group of members shall be entrusted with the responsibility to start activities in the State/Chapter. Once the State/Chapter is established the elections for the various posts shall be conducted in accordance with Byelaws.

4.3.4 Membership

All Society members may become members of division(s) by electing to affiliate with a particular division (s) expressed at the time of payment of annual dues and conforming to the Byelaws.

4.3.5 Finances

a. The Division shall submit its adopted budget for the current year to the ExeComm not later than August 31. The ExeComm shall vote funds, guided by this budget, but payment shall take into account the funds voted in the previous year that remained surplus due to short fall in the activities.

b. The funds voted shall be related to the members of all grades, except Student grade, who have elected to affiliate with the Division, as at the end of the previous year.

c. The Division may price all its publications to meet the expenses. It may also serve non-members or groups wishing to receive meeting announcements and publications and collect amounts to meet the expenses.

4.3.6 Reports

Divisions shall submit along with their budget a statement of all activities and a statement of accounts for the previous year.

4.4 Special Technical Group (STG)

A Special Technical Group (STG) of an IoT division is formed to pursue long term activity in an emerging area or a specialty of IoT interests. A Division may have as many STG Units as decided by the ExeComm.

A STG is a subunit of a Division formed by members with the desire to pursue significant long-term activity in an emerging area or a specialty of IoT interests.

4.4.1 Intent

The purposes, rules for forming and dissolving of the Special Technical Group (STGs), and the authority of the ExeComm in managing them shall be in accordance with Byelaws.

4.4.2 Initiation and Termination

The ExeComm, based on the recommendation of the Divisional Chairman, may restructure, initiate or terminate STGs from time to time to reflect the trends in technology and minimum acceptable level of activities.

4.4.3 Activities

The STGs shall promote the following activities:

- a. Collecting and disseminating information through publications of the Society.
- b. Organizing sessions at conferences and annual convention of the Society.
- c. Sponsoring conferences, symposia or workshops.
- d. Organizing working Group for education, research and development.

4.4.4 Promotion of Activities

The STG Task Force, of which each STG Convener shall be the Chairman, shall actively promote the purposes of the Society in the fields of the Special Technical Group.

4.4.5 Provisional and Regular Status

A Special Technical Group will be formed / extended for a period of up to two years. The STG may after review is extended on a further basis merge with an existing STG (if the interests converge) or wound up (if the technology fails to take hold or the activity level is inadequate).

4.4.6 Monitoring

The ExeComm headed by President along with other nominated members by ExeComm, makes recommendation on forming of STGs in a Division, with setting policies for managing them and with recommending their dissolution or conversion / continuation as provided in the Byelaws.

4.4.7 Convener

Each STG will have a Convener appointed by the ExeComm with the term not exceeding the balance duration of the STG. The STG Convener will appoint a task committee, not to exceed eight members, to assist in implementing the purposes of the STG.

4.4.8 STG Budget / Accounts / Annual Report / Funds / Dues

The STG budget / accounts / annual report / funds and dues will be as per the Byelaws.

4.5 Chapters

In each State there shall be chapters comprising of Group of members residing in specified geographical areas. The Voting Members of Chapters shall elect a Vice Chairman, as specified in the Byelaws. The chapters shall coordinate with the ExeComm of their respective States.

4.5.1 Formation

- a. A Chapter may be petitioned for formation by at least fifty members other than students, having mailing addresses within the territorial limits proposed in the petition. On receipt of the petition the Governing Council/ ExeComm may authorize its formation.
- b. The requirement of fifty members may be waived on the assurance of group of members submitting the petition that the formation of the Chapter will stimulate sufficient additional support and the requisite membership will be forthcoming before the end of the year.
- c. The Chapter will be given the Charter by the Governing Council, on the recommendation of the Council, after it is organized.
- d. The Chapter receiving the Charter from the Governing Council shall be governed by the standard Chapter Byelaws as approved by the ExeComm and the Governing Council from time to time.

4.5.2 Membership

Any member of the Society with his mailing address in the territorial limits of the Chapter may elect to affiliate with that particular Chapter and so express at the time of payment of annual dues.

4.5.3 Finances

A member may, however, affiliate with any Chapter of his choice, with the approval of the ExeComm. A change in mailing address, when recorded by the Society shall cause the eligibility for the member's affiliation to revert to the Chapter corresponding to his new mailing address.

- a. The Chapter shall submit its adopted budget for the current year to the ExeComm not later than July 31. The ExeComm shall vote an allowance, guided by the Chapter Budget. However, actual payment shall take into account the allowance voted in the previous year that remained surplus due to shortfall in the activities.
- b. The allowance voted to meet the ordinary expenses shall however be subject to a maximum of one-half of the dues collected from members of all grades, except the Student grade, who have elected to affiliate with the Chapter, as at the end of the previous year.
- c. The Chapter may collect voluntary contributions from its membership to meet emergency or extraordinary expenses, if required.
- d. The Chapter may also serve non-members or Group wishing to receive meeting announcements and Chapter publications and collect amounts to meet the expenses.

4.5.4 Reports

Chapters shall submit the annual activities report and audited statement of accounts for incorporation in the Society annual activities report and the Society accounts, not later than May 31.

4.5.5 Revocation

If the chapter fails to maintain a minimum level of activity and membership, as laid down in the Chapter Manual, it shall be placed on probation and the Chapter Chairman and the ExeComm shall be so informed. If the required level of activity is not attained even during the year in succession, the Chapter may be revoked by the General Body, on the recommendation of the ExeComm and the Governing Council.

The ExeComm and the Governing Council may however modify or waive the minimal level of activity in extraordinary circumstances and declare the period for which this is applicable.

4.6 Student Chapters

4.6.1 Formation

4.6.2 The Council may establish Student Chapters in Engineering Colleges, B-Schools, Polytechnic, Schools and other educational institutes with the concurrence of the managing authorities of the respective Institute within the geographical boundaries of the State in which such Student Chapter is located and notify the establishment to the Governing Council.

4.6.3 The Council shall cause formation of a State Students' Committee with a Chairman who shall be a member of the Council and nominated by the Council from amongst themselves and members not exceeding fifteen in number nominated or elected in accordance with the rules framed and approved by the Council from time to time.

- a. A Student Chapter may be petitioned for formation by a minimum of fifty Student Members having mailing addresses within the territorial limits proposed in the petition. The petition shall contain the name of a Voting Member of the Society who is willing to act as the Counselor. On receipt of the petition the State ExeComm may authorize its formation.

- b. The Student Chapter authorized by the State ExeComm shall within three months adopt Chapter Byelaws consistent with the guidelines laid down in the Student Chapter Manual.

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- c. The Chapter may be given the Charter by the Governing Council, on the recommendation of the ExeComm, after it is organized and its Byelaws have been approved by the Governing Council.
- d. In case the student members are less than 50 opting for Student Chapter in an institute, the student may associate with the chapter of the society as student member and avail all the benefits of the member except they shall be non-voting members and shall not hold any office of the Society.

4.6.4 Membership

- a. All Students with their mailing addresses in the territorial limit of the Chapter shall be members of the Chapter.
- b. A Student may, however, affiliate with any contiguous Chapter of his choice, and shall so express at the time of payment of annual dues.
- c. A change in mailing address, when recorded by Society, shall cause the member's affiliation to revert to the Chapter corresponding to his new mailing address.
- d. Non-Student members may join a Chapter and take part in all activities except they shall be non-voting members and shall not hold any office of the Chapter, with the exception of Counselor.

4.6.5 Finances

- a. The Chapter shall levy an assessment on its members to meet the expenses of the Chapter, as specified in its Byelaws.
- b. An amount of Rs 1,000/- as initial payment at the time of formation of the Student Chapter shall be paid to the Chapter by the Society Headquarters through the nearest Chapter. They shall also be entitled to receive 33 % contribution of the membership fees deposited by the student Chapter members.

4.6.6 Reports

Chapters shall submit the annual activities report and statement of accounts, countersigned by the Counselor, to the Office of the Society within one month of their adoption by the Governing Council.

4.6.7 Revocation

- a. Failure of the Student Chapter to maintain a minimum level of activity, as laid down in the Student Chapter Manual, shall place the Chapter on probation and the Chapter Counselor, Chapter and the ExeComm shall be so informed.
- b. If the required level of activity is not attained during the year in succession, the Governing Council of the Society may revoke the Student Chapter on the recommendation of the ExeComm.

- c. The ExeComm may, however, modify or waive the minimal level of activity in extraordinary circumstances and declare the period for which this is applicable.

4.6.8 Dissolution

In the event any of the above Chapter/Group are dissolved, all funds held by them shall become the property of the Society.

4.7 Division & Special Technical Group (STG) Units under chapters

4.7.1 Formation

A Division & STG unit may be petitioned for formation by a minimum of ten members other than Students, who are members of a particular Chapter and a particular Division. On receipt of the petition the Chapter MC may authorize its formation. The unit authorized by the MC shall within three months adopt STG Byelaws consistent with the guidelines laid down in the STG Manual.

The unit shall be considered as established after ExeComm has given its approval based on the recommendation of the Chapter MC.

4.7.2 Membership

All Chapter members who are also members of the Division & STG shall be members of the group. A member who ceases to be a member of the Chapter or the particular Division & STG shall cease to be a member of that group.

4.7.3 Finances

The Unit shall submit its adopted budget for the current year to the Chapter MC not later than June 30. The Chapter MC shall vote an allowance, guided by the Unit Budget. However, actual payment shall take into account the allowance voted in the previous year that remained surplus due to short fall in the activities.

4.7.4 Reports

Units shall submit along with their budget a statement of all activities and a statement of accounts for the previous year.

4.7.5 Dissolution

Failure of a Unit to maintain a minimum level of activity, as laid down in the Unit Manual, may lead to its dissolution by the State ExeComm with the concurrence of the Chapter MC.

Section 5 – Management of the Society

5.1 General Body

5.1.1 The General Body has given itself this Constitution and Byelaws reserving the right to amend them. The Council derives its authority from the General Body, the Governing Council, the ExeComm, and the Officers, and they all shall uphold the Constitution and Byelaws, in letter and in spirit.

5.1.2 The decisions of the Governing Body, Council, ExeComm and the Officers in accordance with the powers vested in them, shall be final and binding on the membership.

5.1.3 The General Body at its meetings shall transact the business, on the agenda communicated by the Governing Council. It shall also transact other business, if notice has been given to the Secretary by a Voting Member at least ten days prior to the scheduled date of the meeting, with the approval of the Governing Council.

5.1.4 The Secretary and the Treasurer shall compile the annual activities report and audited financial statement. The Governing Council after its approval shall circularize them to the membership, not later than November 30. The Governing Council shall make recommendations and advise the General Body for their adoption at the AGM.

5.1.5 Proxy shall be permitted, either by another member or letter, including the right to vote, at the meetings of the General Body, the Governing Council, the ExeComm, and other Committee meetings. However, the name of the member shall be communicated to the relevant Chairman to reach him at least two days in advance of the scheduled date of the meeting.

5.2 Council and ExeComm

5.2.1 The Council shall normally meet not later than December 31. The ExeComm shall normally meet not later than June 30, September 30, December 31 and March 31.

5.2.2 The agenda, venue and time of the meetings of the Council and ExeComm shall be communicated to all its members at least twenty days in advance. However, for a meeting of these bodies to be held, waiving the requirement of notice, a vote of two thirds of its members in its favor shall be required.

5.2.3 The Council and ExeComm may invite any person to a specific meeting, if in their view; his presence shall contribute in carrying out the assignments of the Society.

5.2.4 Partial reimbursement of actual and necessary expenses shall be authorized for the members of the ExeComm for the purpose of attending its meetings and for the Officers for performance of duties over and above their duties as members of the ExeComm.

5.2.5 The business of the Council and ExeComm may be handled by means other than a formally called meeting where, in the opinion of the Chairman matters requiring action can be adequately handled in that manner. A majority vote of all the members of these bodies shall then be necessary for approval of actions handled in that manner. This provision shall not however apply to the regular meetings, as specified in the Byelaws.

5.2.6 No member of the Council shall be interested directly or indirectly in any contract relating to the operations or furnishing supplies to the Society, unless authorized by the Byelaws or by a concurring vote of two-thirds present at a regular meeting of the Council.

5.2.7 The tenure of all offices shall commence on April 1 and end on March 31, unless explicitly stated otherwise.

5.3 The Advisory Board

5.3.1 There shall be separate advisory boards for each State. The Advisory Board shall be responsible for activities in their respective States.

5.3.2 The Advisory Board shall prepare a long-range implementation plan for the Society, to enable the Society to attain its goals and objectives and to maintain the pursuit of excellence and adherence to
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high standards of quality in all its activities. The Advisory Board shall normally meet physically once a year and deliberate by digital electronic means as deemed necessary.

5.3.3 The Advisory Board will elect a Chairman from amongst its members, excluding the Governing Council Officers.

5.3.4 The proceedings and the recommendations of the Advisory Board shall be published in a publication that reaches all members of the Society.

5.4 Committees

The following Committees at the State level in their respective States shall be established and they shall be responsible to the ExeComm. The ExeComm may in addition appoint Ad hoc Committees as required.

The ExeComm shall communicate the Governing Council about the committees formed and will consider any amendments, if necessary suggested by the Governing Council.

5.4.1 Membership Committee

a. Composition: The membership committee shall consist of the following;

1. Hon. Secretary as the Chairman,
2. State Vice-President as member,
3. Divisional Chairmen as member and,
4. Hon. Past-Secretary as members

b. Authority: It shall assist the ExeComm in;

1. Development of methods to extend the membership and promote transfers to those associated with the fields of interest to the Society to ascertain that they get the highest grade of membership for which they are qualified.
2. Preparation of guidelines for submission of membership proposals for admissions and transfers to the various grades.
3. Preparation of guidelines for identifying and providing services to the members and ways and means of implementing them.
4. Evolving dues and fee structure for members and non-members for the various services offered, to enable the Society to serve them best.

5.4.2 Finance Committee

a. Composition: The Finance Committee shall consist of the following;

1. Hon. Treasurer as Chairman,

2. Hon. Past Treasurer as members,
3. One Member nominated by the State ExeComm.

b. Authority: It shall assist the ExeComm in;

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1. Making policy on fiscal matters for planning of all activities of the Society.
2. Prescribing the manner of submission of proposals seeking financial assistance and annual and periodic financial statements.
3. Preparation of the budget for the current year and budget allocation.
4. Monitoring the progress of income and expenditure during the year and suggesting corrective measures, if needed.

5.4.3 Publication Committee

- a. Composition: The Publications Committee shall consist of a Chairman, nominated by the ExeComm at its first regular meeting who shall be a permanent invitee to all the meetings of the ExeComm. The Chairman shall constitute the Committee comprising of the following;
1. Editor of the Journal,
 2. Editor of the Newsletter,
 3. One member from each of the Divisions, and
 4. One member each from the Academic and Finance Committee
- b. The committee should be formed, not later than June 15, in consultation with the ExeComm.
- c. The ExeComm shall also nominate the editors of the Journal and the Newsletter every alternate year in consultation with the Chairman. The Chairman shall, in consultation with the ExeComm, nominate the members from the Divisions.
- d. The nominations to this Committee shall be so made that during any year; at least two of its members are in their second year of their tenure of office.
- e. Authority: It shall assist the ExeComm;
1. In making policy on publication activities of the Society, including periodicals, conference records, books etc.
 2. In establishing criteria and procedures to ensure the adequacy and excellence of the publications of the Society.
 3. In planning seminars with a view to produce books that are the result of the effort of a number of authors.
 4. In formulating ways and means of establishing relationships between the Society and other organizations with technical publications to their credit.

5.4.4 Awards Committee

- a. Composition: The Awards Committee shall consist of the following;

1. Immediate Past President as Chairman
2. One Senior State Vice President and
3. Four Senior Divisional Chairmen as members.

- b. Authority: It shall assist the ExeComm to;
1. Develop a suitable awards structure for recognizing excellence in professional activities in fields of interest to the IoT and related fields.
 2. Identify members suitable for elevation to the Fellow Grade and provide citations for those elected. The Committee shall be guided by the Fellowship Guidelines as approved by the Governing Council.
 3. Administering the awards decided upon by the Awards Committee.

5.4.5 Academic Committee

- a) Composition: The Academic Committee shall consist of the following;
1. Immediate Past President as Chairman,
 2. President,
 3. Vice President,
 4. One Divisional Chairman from the academic field,
 5. One Divisional Chairman from the IoT industry or user organization.
- b) Authority: It shall assist the ExeComm to;
1. Advise the ExeComm on academic, educational and training related matters of the Society.
 2. Recommend the guidelines for conducting various courses and training activities of the Society.
 3. Recommend the guidelines for enrolment of participants for different courses conducted by Society.
 4. Identify and recommend faculty members and qualification guidelines for conducting specialized courses in IoT and related fields under the Society banner.
 5. Recommend the policy and measures to implement standards and quality in educational activities in the Society.
 6. Recommend the software tools for subjects referred to the committee by the ExeComm.
 7. Recommend areas for research to be carried out within the organization or in conjunction with industry or academia.

5.4.6 Conference Committee

- a. Composition: The Conference Committee shall consist of the following;
1. Vice-President as the Chairman,

2. Hon. Treasurer and
3. Four members nominated by the ExeComm at its first regular meeting.

- b. Authority: it shall assist the ExeComm in;
1. Planning and evaluating the conferences, conventions and expositions sponsored by the Society.
 2. Prescribing guidelines for management and operation of the sponsored meets.
 3. Preparing guidelines for co-sponsoring conferences, conventions and expositions with other organizations working in the similar fields of the interest of the Society.

5.4.7 State Nomination Committee

- a. Composition: The State Nominations Committee shall have 3 members elected by the State Voting members in their respective States. Members of the Nominations Committee (NC) shall hold no other elected office in the Society. They shall elect a chairman from among themselves.
- b. Authority: It shall assist the State ExeComm in;
1. Making policy on the conduct of elections.
 2. Identifying Voting Members willing and qualified to hold the several elective offices.
 3. Scheduling elections to enable the functioning of the new Committees from the very beginning of the year.
 4. Supervising the counting of ballots, declaration and communication of the results to the membership.
 5. Conducting the balloting for recall, and suggesting amendments to the Constitution and the Byelaws.

5.4.8 Tenure

The term of appointment of all Committees, unless otherwise specified, shall be one year. The tenure of all members of the Publications Committee shall be two years.

5.4.9 Quorum and Majority

The Committees shall be able to conduct business if one-half of the Committee members are present. Decision shall be taken by a simple majority of the Committee members present.

5.4.10 Reporting & Reimbursement

- a. All Committees shall submit periodical and annual reports in advance of the ExeComm meetings. Partial reimbursement of actual expenses incurred in the performance of the Committee work shall be authorized by the ExeComm.

- b. All Committee Chairmen shall however submit a budget to the ExeComm not later than July 31. All funds held by a dissolved Committee shall become the property of the Society.

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5.4.11 The purposes, activities, duties and composition of each Committee shall be reviewed and monitored regularly and recommendations should be suggested to the ExeComm for implementing necessary changes to serve the interests of the Society.

5.4.12 Each Committee shall have the right to create subcommittees in consultation with the ExeComm and invite for its meetings such persons as may be of help in carrying out the assignments of the Committee.

5.5 Executive Officers

5.5.1 The Governing Council is authorized to appoint appropriate candidate to be Executive Officers of the Society and fix their designations, tenure of office and compensation. They shall be on contractual appointment, initially for a period not exceeding two years, extendable in terms, each not exceeding two years.

5.5.2 The Executive Officers shall formulate, co-ordinate and be responsible for the highly professional functions of the Society to enhance the image and utility of the Society.

5.5.3 The responsibility of the Executive Officers includes publications of journals and periodicals, books and monographs, designing of courses and instruction programs, membership development and servicing as well as marketing IoT to the professional community and the general public.

5.5.4 The job requires full time involvement on a continuing basis over long periods of time. They shall be concerned with ensuring excellence and adherence to the highest professional standards at a level comparable to the best in the activities that they are associated with.

5.5.5 Executive Officers shall be appointed for Education (including student activities), Publications, Journal, and Conferences and for other activities, as deemed necessary from time to time.

5.6 Executive Director (ED)

5.6.1 Executive Director may be appointed by the Governing Council to advise on the appointment of staff members, manage purchase and stores, and other issues as decided by the Governing Council.

5.6.2 The tenure and salary of ED shall be determined by the Governing Council.

5.6.3 He shall be in charge of its Principal Office, its staff and operations and shall be the custodian of all property and equipment owned and used by the Society. The guidelines and standing orders shall be prepared by ED under the direction of the Governing Council.

5.6.4 He shall be an ex-officio member, without vote, of all Committees and shall attend such meetings as may be required.

5.6.5 He shall, under the direction of the officers and Committee Chairmen, administer the Society policies and execute its operations.

- 5.6.6 He shall be responsible to collect budget information from various States and Chapters. He shall also prepare a budget for the office and submit to the Governing Council not later than July 31.

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- 5.6.7 He shall maintain a complete history of amendments to Constitution, Byelaws and Manuals and shall communicate the relevant extracts to various positions of responsibility in the Society.

- 5.6.8 He shall communicate to the membership summaries of the agenda and minutes of all meetings of the Governing Council, through a publication that is distributed to all the members.

- 5.6.9 In the event of an Executive Director not being appointed, the Executive Secretary or a Specialist Officer so designated by the Governing Council shall discharge all his duties.

5.7 Communications, Correspondence and Notices

- 5.7.1 A notice may be served by the Society upon any member, either personally or sending it by posting a prepaid letter / Electronic media addressed to such member at his/her registered address as appearing in the register of members.

- 5.7.2 A notice served or sent by post/courier service/other means shall be deemed to have been effectively served not later than 48 hours after the same shall has been posted, and shall be sufficient proof that the notice has been served.

All communications sent properly addressed through post and electronic means shall be deemed to have been delivered.

- 5.7.3 The membership Registers shall be updated twice during the year or as and when required. All alterations, changes, additions and deletions intimated up to July 31 and then for the second time up to January 31, shall be incorporated and the Registers treated as closed for all official purposes, except where explicitly stated otherwise.

- 5.7.4 The word mail includes email and the word publication includes web publication. Meetings, Decisions and Voting by some or all members by Digital Electronic Means like E-Mail, Internet, Electronic Ballots, Internet Conference, Video Conference, Telephone Conference, etc., will have the same effect as a Meeting, Decision, or Voting done in a meeting physically attended by members.

- 5.7.5 Twenty-one days notice shall be given in writing of every Annual General Meeting and Extraordinary General Meeting (exclusive both of the day on which the notice is given and of the day fixed for the meeting) specifying the place, date and time of the meeting, to every member entitled to receive such notice.

- 5.7.6 The accidental omission to give notice of a meeting or non-receipt of such notice by any member shall not invalidate any resolution passed at the meeting or proceedings of such meeting.

5.8 Indemnity

- 5.8.1 Each member of the Governing Council and each member of the Society shall be accountable in respect of his/her own acts only, and shall not be accountable for any acts done or authorized to which he/she shall not have expressly assented, and no member shall incur any personal

liability in respect of any loss or damage incurred through any act done, in good faith for the benefit of the Society, although in excess of his/her legal powers.

- 5.8.2** Each member of the Society and its officers shall be indemnified out of the funds and property of the Society from and against all costs, charges, damages and expenses which they or any of
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them shall sustain by reason of their accepting office or acting in execution of the duties or powers imposed upon or given to them by the Memorandum or Byelaws of the Society.

Section 6 - Nominations and Elections

6.1 Nominations and Eligibility

- 6.1.1** The elections shall be held State wise. The nomination committee shall be responsible to conduct elections in their respective State and the Chapter.
- 6.1.2** The Nominations Committee shall invite each year appropriate group of members, not later than September 30 to submit the names of Voting Members, for considering them for the various elective offices of the ExeComm and Nominations Committee as stated in the Constitution and the Byelaws.
- 6.1.3** Members holding elective offices shall become eligible for election to all offices, at a ballot held not earlier than six months before the end of their current tenure, except where stated explicitly otherwise. However no member shall contest for more than one elective office during the year nor shall he be eligible for election for the same office for more than two terms in succession.
- 6.1.4** The Hon. Secretary and Hon. Treasurer shall not be eligible for election for the same office for two terms in succession. The Vice President (President-elect) shall be available for nomination to any elective office only after completion of his tenure of membership of the ExeComm as President and Immediate Past President.
- 6.1.5** All nominees for elective offices shall be Voting Members of the respective State that elect them.
- 6.1.6** Nominations Committee members may consult members and group of members to identify and propose names of persons who are active, experienced and qualified to hold the several elective offices including those of Chapters and where necessary, persuade them to contest elections.

6.2 Responsibilities and Role of Nominations Committee

- 6.2.1** The Nominations Committee can review the nominations received, by reviewing the evidence of work, publications, scholarship, leadership positions held, and suitability of the candidate for the responsibility, and past performance.
- 6.2.2** The NC may propose suitable qualified, younger or women candidate(s) or request the member for alternate position depending upon the member's qualification and experience, rather than deleting any name from the nominations received.
- 6.2.3** Confidentiality of nominations should be maintained by the NC.

6.2.4 If the Chapter Vice Chairman (Chapter Chairman-Elect) / Vice President (President-Elect) are not ready to take over as Chapter Chairman / President respectively, the Nomination Committee will hold elections for filling up the vacancy, along with the regular elections.

6.2.5 If the Chapter Chairman-Elect expresses his / her unwillingness to take up the responsibility after the Election Process is over, or resigns during the year, or shows his unavailability due to personal reason or otherwise, the Nominations Committee will consult the State Vice President

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of the State to fill up the vacancy by nomination from amongst the Past Chairmen / incoming Vice President / eminent members of the Chapter. Such a Resignation would be submitted in writing or through E-mail to the State Vice President, who would forward it to the ExeComm for acceptance.

6.2.6 If the President-Elect express his / her unwillingness to take up the responsibility after the Election Process is over, or resigns during the year, or shows his unavailability due to personal reason or otherwise, the incoming Vice President would assume the duties of the President. This will also necessitate Election of a new Vice President (President-Elect).

6.2.7 The Nomination Committee shall communicate to ExeComm one or more names, including all the valid Nominees, along with their IoT membership number, as candidates for election to these offices together with their bio-data, statement of intent and an undertaking from the candidate that he will attend at least 3 meetings in a year, not later than November 25.

6.2.8 The ExeComm shall consult each of the nominees and if he so requests, in writing, his name shall be withdrawn.

6.2.9 The ExeComm shall announce the names, bio-data, and statement of intent of the nominees, for each of the elective offices, through a publication that is distributed to the entire membership, not later than December 20.

6.2.10 The Nominations Committee shall prepare election ballots, arranging the names where there is more than one candidate for any single office in alphabetical order. The ballot shall carry a statement that the order of the names is for convenience only and indicates no preference.

6.2.11 Final slate that contains the reference to the location of bio-data and statement of intent of the nominees for each of the elective offices shall be published, not later than December 20.

6.2.12 Ballot shall be electronic or in person, (for the chapters) and the balloting will start on January 5 and end no later than February 5. The time given to the Voting Members to cast their votes shall not be less than 30 days. Only votes cast not later than the date specified shall be counted.

6.2.13 Ballots shall be checked and counted under the supervision of the Nominations Committee not later than the fifth working day following the last date for receipt of the ballots.

6.2.14 The Nominations Committee shall communicate the election report to the ExeComm and the nominee for each office for which the election has been held receiving the greatest number of qualified votes shall be declared elected. In the event of a tie vote, the ExeComm shall choose between the nominees involved.

6.2.15 The ExeComm shall communicate the election results, within 10 days to all concerned through a publication distributed to the entire membership.

Section 7 - Budget

- 7.1.1** The fiscal year of the Society shall be April 1 to March 31 next.
- 7.1.2** The budget shall be prepared and compiled by the Treasurer for the respective State from the requirements received from various groups, who are receiving assistance from the Society. He shall present the budget to the ExeComm for its approval and the approved budget shall be communicated to the Governing Council. The Governing Council shall have an authority to suggest/amend budget, if required. The budget should be sent to the Governing Council latest by August 31.
- 7.1.3** Various group of members and committees may, request for funds in addition to those specified in the Byelaws, to support specific activities. All such requests shall be considered by the ExeComm and the funds voted as deemed necessary and feasible.

Section 8 – Conferences and Conventions

8.1 Annual Convention

- 8.1.1** The Society shall be the sole sponsor and organizer of the Annual Convention. The conference location and dates should be decided by the General Body and the Governing Council.
- 8.1.2** The location of the Convention and the Chairman of the Organization Committee (OC), Program Committee (PC), Exhibition Committee (EC), Finance Committee (FC) and other committees shall be decided by the General Body and the Governing Council.
- 8.1.3** The Chairmen of OC and PC in consultation with the Conference Committee of the Society shall prepare budgets and submit to the Governing Council. Based on the budget, the Governing Council shall provide a loan / seed money to meet the minimum expenses to the PC and OC to be repaid within two months after the Convention.
- 8.1.4** The surplus funds from the Convention shall become the property of the Society.

8.2 Conferences in Association with other Organizations / Societies and Joint Conferences

- 8.2.1** The Society may participate in Joint Conferences or associate with other organizations / societies of similar interest. The ExeComm shall nominate a significant number of members of the OC and PC and shall designate a senior member as responsible for each Joint Conference, who shall make periodical reports to it.
- 8.2.2** The ExeComm shall obtain information related to procedures, reputation and standing of the Co-Sponsor organizations and prepare budget, sharing of expenses, extent of advancing loan, appropriation of surplus or losses and copyrights to associated publications.

Section 9 – Publication

9.1 Periodicals

9.1.1 The Society may publish an official publication, which, as and when published, shall be sent to each member who is not in arrears of membership subscription. The contents and frequency of publication may be specified by the ExeComm.

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9.1.2 The Society shall publish a learned Journal, the periodicity, the distribution and the subscription of which shall be decided by the ExeComm, in consultation with the Publications Committee and the Governing Council.

9.1.3 The Society shall publish periodically newsletter produced by Divisions and States. The periodicity, distribution and subscription shall be decided by the ExeComm, in consultation with the Publications Committee and the concerned State Committee and the Governing Council.

9.1.4 The Newsletter shall be distributed free to the entire membership.

9.1.5 The Society may publish periodically compendia of technical papers entitled Transactions, produced by Divisions. The periodicity, distribution and subscription shall be decided by the ExeComm, in consultation with the Publications Committee and the Governing Council.

9.1.6 Annual directory containing list of its members, manufacturers, suppliers, products etc, may be published by the Society subject to the approval of the ExeComm, on the advice of the Publications Committee.

9.1.7 The subscription period for all periodicals shall be the fiscal year of the Society.

Section 10 – Amendments

10.1 An amendment to the Byelaws may be placed on ballot, if it is proposed at a regular meeting of the ExeComm and adopted by vote of at least two-thirds of those present. It may also be proposed by a petition signed by at least one hundred Voting Members.

10.2 If urgency so requires, the ExeComm may direct a special ballot to be held to decide on Amendments, independently of the schedule for the annual elections.

10.3 A copy of such amendment, if lawful, shall be mailed with a ballot to each Voting Member, as specified in the Byelaws.

10.4 The Governing Council is authorized to do the necessary amendments, in the Byelaws, if it is necessary.

10.5 Amendments shall take effect thirty days after adoption. However, the status of a member of the ExeComm already in office shall not be affected by an amendment. The member shall continue to serve in that capacity till the term of his office expires.

10.6 Based on the amendments adopted by the General Body, the ExeComm in consultation with the Governing Council is authorized to make suitable renumbering, groupings and changes in the Constitution, Byelaws and Chapter Byelaws to ensure consistency, language correctness and appropriateness.
