

**ADVANCED COMPUTING AND COMMUNICATIONS SOCIETY**

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**MEMORANDUM OF ASSOCIATION**

**AND**

**RULES AND REGULATIONS**

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Amended June 2012  
Draft Version 2.0

## **MEMORANDUM OF ASSOCIATION**

### **1. NAME**

- 1.1** The name of the Society shall be “ADVANCED COMPUTING AND COMMUNICATIONS SOCIETY” (ACCS)

### **2. REGISTERED OFFICE**

- 2.1** The Registered office of the Society shall be situated in Bangalore in the State of Karnataka and, for the time being, c/o Department of Electrical Engineering, Indian Institute of Science, Bangalore 560 012 or at such place as the Executive Committee may determine from time to time.

### **3. OBJECTIVES**

- 3.1** The Objectives for which this Society is established are:
- a)** To create a forum for interaction among academicians, industrialists, scientists and engineers in the broad areas of computing and communications;
  - b)** To collaborate with universities, societies, institutions and other bodies in India and abroad;
  - c)** To organize or promote conferences, workshops, seminars, courses, tutorials and exhibitions in the area of advanced computing and communications;
  - d)** To organize lectures by scientists and experts and to disseminate their ideas and concepts among the computing and communications community;
  - e)** To be a role model in the use of modern technology in conducting all of its affairs;
  - f)** To develop curriculum or promote studies and study tours in the specific areas of computing and communications;
  - g)** To undertake specific actions that can formulate national policies and programmes;
  - h)** To institute stipends, scholarships, fellowships, prizes, etc. to financially assist outstanding students and individuals in accordance with their merits;
  - i)** To institute awards to honor individuals for their outstanding contributions in the field of computing and communications;
  - j)** To publish books, journals and newsletters relating to computing and communications; and
  - k)** To honor Members of the Society for their outstanding contributions in promoting the objectives of the Society;

- l) To do such other things as may be conducive or incidental to the attainment of any or all of the above objectives.

#### 4. EXECUTIVE COMMITTEE

4.1 The management of the affairs, business, funds and property of the Society shall vest in the Executive Committee of the Society. The following shall form the first Executive Committee:

SN	Name	Address	Occupation	Designation
1.	Dr. Lawrence Jenkins	Dept. of Electrical Engineering, Indian Institute of Science (IISc), Bangalore 560012	Professor	Chairman
2.	Dr. Ravi Mittal	DSQ Software Ltd., 14, Kaushalya park, New Delhi	Engineer	Member
3.	Dr. K.S. Rajan	Dept. of physics, Indian Institute of Science (IISc), Bangalore 560012	Teaching	Member
4.	Dr. R.C. Hansdah	Department of Computer Science & Automation, Indian Institute of Science (IISc), Bangalore, 560012	Assistant Professor	Member
5.	Mr. S. Sasi Kumar	DEXCEL Electronics, Designs (P) Ltd 505-507 Carlton Towers Airport Road, Bangalore 560008	Engineer	Member
6.	Dr. S.K. Sinha	Center for Electronics Design & Technology, Indian Institute of Science, Bangalore, 560012	Assistant Professor	Member
7.	Dr. L.M. Patnaik	Microprocessor Application Lab Dept of Computer Science & Automation (CSA) Indian Institute of Science (IISc) Bangalore 560012	Professor	Member
8.	Dr. P.S. Nagendra Rao	Dept. of Electrical Engineering, Indian Institute of Science (IISc), Bangalore 560012	Teaching	Member Secretary

#### 5. INCOME AND PROPERTY

5.1 The income and property of the Society - howsoever derived - shall be applied towards the promotion of the objectives of the Society as set forth in this

Memorandum of Association and for the administrative expenditure of the Society.

**5.2** No portion of the income and property of the Society shall be paid or transferred, directly or indirectly, by way of dividends, gifts, bonus or otherwise — howsoever by way of profit — to the persons who at any time are or have been Members of the Society or to any of them or to the persons claiming through them or any of them:

Provided that nothing herein contained shall prevent the payment in good faith of reasonable and proper remuneration in return for any service rendered to the Society or the reimbursement of out-of- pocket expenses properly incurred or prevent the payment of interest at a reasonable rate on money lent or payment of a reasonable and proper rent for premises demised or let by any member of the Society or prizes or scholarships, fellowships or grants to any member.

## **6. ASSETS ON DISSOLUTION**

**6.1** In the event of dissolution or winding up of the Society, the assets remaining as on the date of dissolution shall under no circumstances be distributed among the Members, but the same shall be transferred to another Society which has objects similar or allied to those of this Society and which enjoys recognition under Section 80G of the Income Tax Act, 1961 as amended from time to time and which is determined by the Members of the Society at or before the time of dissolution.

## **7. COMMUNICATIONS FROM THE REGISTRAR OF SOCIETIES**

**7.1** All communications may be sent by the Registrar to the Secretary, Advanced Computing and Communications Society, c/o Electrical Engineering Department, Indian Institute of Science, Bangalore 560 012 or such other place as the Executive Committee may determine from time to time.



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## **RULES AND REGULATIONS**

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### **1. TITLE**

**1.1** These Rules and Regulations may be called the Rules and Regulations of the Advanced Computing and Communications Society (ACCS).

### **2. DEFINITIONS**

**2.1** In these Rules, unless the context otherwise requires:

- (1) "Bye-laws" mean the Bye-laws framed from time to time by the Executive Committee in office.
- (2) "Chairman" means the Chairman of the Executive Committee.
- (3) "Executive Committee" means the Executive Committee constituted under and in accordance with these Rules and to which by these Rules the management of the affairs of the Society is entrusted.
- (4) "Joint Secretary" means the Joint Secretary of the Society.
- (5) "Member" means a person or institution who has been admitted to the membership of the Society in accordance with the Rules.
- (6) "President" means the President of the Society.
- (7) "Rules" means and includes the Rules and Regulations of the society from time to time in force.
- (8) "Secretary" means the Secretary of the society.
- (9) "Society" or "ACCS" means the Advanced Computing and Communications Society.
- (10) "Treasurer" means the Treasurer of the Society.
- (11) "Vice-President" means the Vice-President of the Society.

### **3. MEMBERS OF THE SOCIETY**

**3.1** The Society shall have the following categories of Members:

- (a) Founder Members
- (b) Life Members
- (c) Corporate Members
- (d) Institutional Members
- (e) Ordinary Members
- (f) Student Members

**3.2** All persons who have subscribed to the Memorandum of Association shall be Founder Members

**3.3** All persons who have enrolled themselves by paying the prescribed Life Membership fees after the Society has been registered shall be Life Members.

**3.4** Any corporate body — public or private — shall be eligible to be enrolled as a Corporate Member.

**3.5** Any government, private, public or academic organization or research institution shall be eligible to be enrolled as an Institutional Member.

**3.6** A Corporate Member or an Institutional Members shall, for the purpose of representation on the Society, nominate an individual under a resolution of its Board of Directors or governing body.

**3.7** Any Member who does not belong to any of the categories i.e Founder Members, Life Members, Corporate Members or Institutional Members, or Student Members shall be an Ordinary Member.

**3.8** All categories of individual membership are open to holders of a Bachelor's degree in Engineering, MCA or MSc (Computer Science) degree. Notwithstanding these eligibility criteria, the Executive Committee may, at its discretion, admit to membership any person whose achievements and standing in the field are considered adequate for this purpose. The decision of the Executive Committee in matters of admission to the different categories of Members shall be final.

**3.9** Students pursuing undergraduate studies in computer science/engineering or allied courses in a recognized college/institution/university shall be eligible to be enrolled as Student Members.

**3.10** Student Members are not considered as voting Members and as such they are not eligible to contest for or serve on the Executive Committee. They shall have such privileges as are determined by the Executive Committee from time to time.

**3.11** A Member other than Student Members shall be entitled to vote only on completion of at least six months as a Member

**3.12** A Register of Members shall be maintained at the office of the Society.

**3.13** The membership fees for different categories of Members shall be as follows:

<b>Category of Membership</b>	<b>Persons resident In India</b>	<b>Persons resident Outside India</b>	<b>Periodicity of payment</b>
Life Member	Rs. 5,000	US \$ 250	One-time
Corporate Member	Rs. 100,000	US\$ 3,000	One-time
Institutional Member	Rs. 100,000	US\$ 3,000	One-time
Ordinary Member	Rs. 1000	US\$ 25	Annual
Student Member	Rs. 250		Annual

The above may be revised by Executive Committee from time to time subject to ratification at the Annual General Meeting (AGM).

#### **4. TERMINATION OF MEMBERSHIP**

**4.1** The membership of an individual shall cease on:

- a) resignation
- b) death
- c) being declared insolvent
- d) conviction by a court for an offence involving moral turpitude
- e) nonpayment of annual subscription beyond three months from the due date (in case of an Ordinary Member).

**4.2** A member is liable to be removed by the Executive Committee from the membership of the Society if in the opinion of the Executive Committee, he/she has behaved or acted in a manner which is prejudicial or detrimental to the interests of the Society:

Provided however that at least 30 days before the meeting at which such resolution for removal is to be proposed, the Member sought to be removed shall have notice of such meeting and the intended resolution and shall be given an opportunity of being heard at such meeting before passing such resolution and that such resolution is passed by two-thirds majority of the Executive Committee Members present and voting.

**4.3** An appeal shall lie to the General Body against such removal. The appeal shall be filed within one month from the date of communication of the Executive Committee's decision. The removal shall not be given effect until the expiry of the time prescribed for filing the appeal.

**4.4** A member shall be liable to pay all his/her outstanding dues/liabilities in full in spite of ceasing to be a Member or on being removed. In the event of cessation of membership or removal, the membership fee paid is liable to be forfeited.

## **5. GENERAL BODY**

**5.1** The General Body of the Society shall consist of all the Founder Members, Life Members, Corporate Members, Institutional Members and Ordinary Members.

**5.2 Annual General Meeting (AGM):** The Society shall in each year hold a General Meeting called the Annual General Meeting not later than six months of the expiry of each year.

**5.2.1** The business to be transacted at the AGM shall include the following:

- a. Consideration and adoption of the Annual Report of the Executive Committee.
- b. Consideration and adoption of the audited Annual Accounts and the Report of the Auditors thereon.
- c. Appointment of auditors and fixing their remuneration.
- d. In alternate years, election of the Executive Committee Members.

**5.3 Special General Meeting (SGM):** A Special General Meeting (SGM) of the Society may be convened at the instance of the President at any time or on receipt of a requisition from not less than one-third of the total number of Members of the Society entitled to vote stating in writing the business for which they wish the meeting to be convened. No matter other than that stated in the notice of the meeting shall be discussed at such a meeting unless specifically authorized by the President.

**5.4 Notice of General Meeting:** Not less than 21 clear days notice of every General Meeting — AGM or SGM specifying the date, hour and place of the meeting and the general nature of the business to be transacted there at, shall be given to all the of the Society. Such notice may also be sent by e-mail/Fax and shall be deemed to have been served.

**5.5 Quorum:** One-fifth of the Members or thirty Members, whichever is less, shall constitute the quorum for any General Meeting of the Society. If the requisite quorum is not present, then the meeting shall be adjourned for half an hour and thereafter the business shall be transacted with the Members present constituting the quorum.

**5.6 Chairman of General Meeting:** The President, and in his absence, the Vice President shall preside over all the General Meetings of the Society. In the absence of both, the Members of the General Body present may choose one from among themselves to be the Chairman of that meeting.



**5.7 Decisions at General Meetings:** Every decision at a General Meeting shall be by a majority of votes of the Members present and voting.

**5.8 Chairman's Casting Vote:** In the case of voting resulting in a tie, the Chairman shall have a casting vote.

**5.9 Chairman to be the sole judge of validity of votes:** The Chairman of any meeting shall be the sole judge of the validity of every vote tendered at such meeting.

## **6. EXECUTIVE COMMITTEE**

**6.1** It shall be the function of the Executive Committee to carry out the objectives of the Society as set forth in the Memorandum of Association.

**6.2** The Executive Committee shall consist of not less than seven and not more than eleven Members chosen by the General Body through an election held biennially. The term of office of the Executive Committee shall be two years.

**6.3** The Executive Committee may, as and when necessary, co-opt on the Committee other members with their written consent, subject, however, to the total number of members on the Committee not exceeding eleven. The co-opted members shall have the same rights and functions as the other members of the Committee. Notwithstanding the term of office of the Executive Committee being two years, the members of the Executive Committee, including the co-opted members, shall continue in office until the conclusion of the subsequent Annual General Meeting at which election is held.

**6.4** A person to be elected or co-opted as a Member of the Executive Committee must be a Member in good standing for at least two years at the time of election.

## **7. OFFICE BEARERS**

**7.1** The following shall be the Officer Bearers of the Society:

President  
Vice-President  
Secretary  
Joint Secretary  
Treasurer

- and they shall be chosen from among themselves by the members of the Executive Committee.

**7.2** The Executive Committee and the office Bearers shall continue in office until the election of the Executive Committee Members at the next Annual General Meeting and shall be eligible for re-election. All the office Bearers shall be chosen by the Executive Committee from among its Members. This shall be done by convening a meeting of the Executive Committee as soon as possible after the Annual General Meeting at which the Members of the Executive Committee have been elected.

### **7.3 PRESIDENT**

- a)** The President shall be in overall charge of the administration of the Society, its properties and affairs. He shall be assisted in his work by the Vice-President.
- b)** He shall preside over the meetings of the Executive Committee and of the General Body — Annual and Special.

### **7.4 VICE-PRESIDENT**

- a)** The Vice-President shall assist the President in the administration of the Society.
- b)** He shall exercise such powers and do such acts as may be delegated to him by the President/and or the Executive Committee.
- c)** In the absence of the President, the Vice-President shall discharge his functions and may execute all such acts which the President could do, had he been present.

### **7.5 SECRETARY**

- a)** The Secretary shall be responsible for the day-to-day work of the Society. He shall work under the supervision of the President.
- b)** He shall deal with all correspondence connected with the Society.
- c)** He shall function as Secretary of the Executive Committee and of the General Body of the Society and as such shall be responsible for convening the meetings of the Executive Committee and the General Body and for the preparation and circulation of the agenda and the minutes of such meetings.
- d)** He shall also be responsible for the implementation of the decisions of the Executive Committee.
- e)** The Secretary may bring all actions in the name of the Society and also defend them.

### **7.6 JOINT SECRETARY**

The secretary shall be assisted by the Joint Secretary in his work.

## **7.7 TREASURER**

- a)** The Treasurer shall be in charge of the management of the finances of the Society.
- b)** He shall receive all sums due to the Society and deposit the same in the Society's Bank account. He shall draw money for expenses of the Society with the authorization of the President or the Secretary. The Bank accounts of the Society shall be operated jointly by the Treasurer and the President/the Secretary.
- c)** He shall maintain proper accounts of the receipts and payments of the Society.
- d)** He shall prepare the Balance Sheet and the income and Expenditure Statement for every year of operation to be placed before the Executive Committee for approval.
- e)** He shall periodically prepare a list of Members whose annual fee is in arrears and place the same before the Executive Committee for appropriate directions.

**7.8** Any vacancy arising due to resignation, death or any other reason in the office of an office bearer shall be filled by the Executive Committee by appointing any other of its Members.

## **8. POWERS OF THE EXECUTIVE COMMITTEE**

**8.1** The Executive Committee may exercise all such powers and execute all such acts and things as the Society is by these Regulations or otherwise authorized to exercise and do and are not hereby or by the Act or otherwise directed or required to be exercised or done by the Society in a General Meeting. The general power of management, administration and control of the Society and its institutions, properties and funds shall vest in the Executive Committee.

**8.2** Apart from the general powers vested in it, the Executive Committee shall have the following specific powers:

- a)** To receive membership fees, subscriptions, loans, donations, grants, endowments, gifts or other contributions from any persons, bodies, institutions, trusts, etc., whatsoever;
- b)** To borrow or raise moneys on security or otherwise from time to time for the purpose of the Society upon such terms and conditions as may be deemed reasonable;
- c)** To pay out of the funds belonging to the Society all expenses of or incidental to the formation and registration of the Society and the management of administration of any of its objects, including all rents, rates, taxes, outgoings and salaries of employees;

- d)** To open accounts with such banks as the Executive Committee may decide and to lay down the manner of operating them;
- e)** To control and administer the property and funds of the Society and to invest all such moneys and from time to time realize and vary such investments;
- f)** To acquire by purchase, gift, lease or otherwise and to hold and dispose of any property immovable or moveable, subject to prior approval of the General Body in case of transactions of over Rs. 10 Lakhs involving immovable property;
- g)** To grant on lease, license, hire or otherwise deal with or to create a charge on the property to raise resources or dispose of the same for furtherance of the aims and objectives of the Society, subject to prior approval of the General Body in case of transactions of over Rs. 10 Lakhs involving immovable property;
- h)** To negotiate and enter into and make contracts and deeds on behalf of the Society and vary or rescind such contracts;
- i)** To create or abolish administrative and other full-time or part-time posts as it thinks necessary from time to time; to make appointments to these posts and determine the duties, remuneration and conditions of service of the employees; and to impose penalties (including removal from service) on any of them,
- j)** To plan the activities of the Society and take decisions on their implementation;
- k)** To appoint committee(s) for the disposal of any of its business or for tendering advice on any matter pertaining to the Society;
- l)** To delegate such of its powers as it may deem fit to the President, Vice-President or other office bearers or Committees set up by it as it may think fit;
- m)** To institute, prosecute and defend all legal or other proceedings;
- n)** To appear and act before Courts, Tribunals, Governmental, Municipal, Tax and other public authorities;
- o)** To employ/engage any auditors, accountants, lawyers or other professional persons or experts to advise and assist the Society in any matter concerning the Society and do all that is necessary in that regard
- p)** To do all such acts and things as are necessary, incidental or conducive to the conduct of the affairs of the Society in furtherance of its objectives and in accordance with the Memorandum of Association and the Rules and Regulations of the Society

## **9. MEETINGS OF THE EXECUTIVE COMMITTEE**

**9.1** The President of the Society shall be the Chairman of the Executive Committee.

**9.2** The Executive Committee shall meet as often as may be necessary. However, it shall hold at least four meetings during a year. The Chairman shall be bound to call a meeting of the Executive Committee within three weeks if one-third of the members of the Committee request for it in writing.

**9.3** The meeting may be held on such date and such place as may be determined by the Chairman.

**9.4** Notice of a meeting of the Executive Committee shall be sent by the Secretary to its members at least seven days before the date of the meeting specifying the time and date, the venue and the agenda for the meeting; provided that in the case of urgency, a meeting may, at the instance of the Chairman, be called by giving such shorter notice as may be expedient. Notice may also be served by e-mail/Fax.

**9.5** The President as its Chairman shall preside over the meetings of the Executive Committee. In his absence, the Vice-President shall preside over the meeting. In the absence of both, the members present shall elect one amongst themselves to preside over the meeting.

**9.6** One-third of the Members or three whichever is less shall constitute the quorum for the meeting of the Executive Committee.

**9.7** As far as possible it shall be the endeavor of the Executive Committee to decide all matters by a consensus. However, in case of any dispute or difference of opinion on any matter, the same shall be decided by a majority of the votes of the Members present at a meeting of the Executive Committee in the case of an equality of votes the Chairman shall have a casting vote.

## **10. PROCEEDINGS NOT INVALIDATED BY VACANCIES.**

**10.1** No act or proceedings of any of the bodies of the Society shall be invalid or questioned by reason only of the existence of any vacancy or vacancies among its members or of any defect in the constitution thereof.

**10.2** The accidental omission to give notice to any member or non-receipt of notice by any member shall not by itself invalidate the proceedings at the meetings of any of the bodies of the Society, including the General Body.

## **11. FINANCIAL YEAR, ACCOUNTS AND AUDITS**

**11.1.** The Official Year/Financial Year of the Society shall be from the 1st of April of a year to the 31st of March of the year following.

**11.2** True and proper accounts shall be kept of the sums of moneys received and expended by the Society. The books of accounts shall be maintained at the principal office of the Society or at any other place as may be decided by the Executive Committee from time to time.

**11.3** Any surplus fund not needed for immediate requirements of the Society shall be invested in the modes specified under the provisions of Section 13(1)(d) read with section 11(5) of the Income-tax Act, 1961 as amended from time to time.

**11.4** The accounts of the Society shall be audited annually by a practicing Chartered Accountant.

## **12. BYE-LAWS**

The Executive Committee may make Bye-laws for the regulation of the affairs of the Society, provided that such Bye-laws are not contrary to anything contained in the Memorandum of Association and or in these Rules. Such Bye-laws may be made, amended or replaced at any meeting of the Executive Committee. The Bye-laws may provide for the modalities for election to the Executive Committee, the operation of Bank account(s), rules for the conduct of business of the committees, appointment of staff, institution of awards and such other matters as the Committee may decide to provide for.

## **13. INSTITUTIONAL CHAPTERS**

**13.1** Institutional Chapters of the Society may be formed at such places as may be approved by the Executive Committee.

**13.2** The Institutional Chapters may form their own Chapter Executive Committees (CEC) for their day-to-day functioning and make such rules as are found to be necessary but are not contrary to the provisions of the Memorandum of Association and Rules and Regulations of the Society

- Provided that the CEC shall have at least one nominee from ACCS to be nominated by the Executive Committee.

**13.3** They shall follow such guidelines as may be laid down by the Executive Committee, including in the matter of financial transactions. They may be required to submit such reports and returns as the Executive Committee may desire from time to time.

**13.4** The Institutional Chapters may organize conferences, workshops, seminars, courses, tutorials and undertake such other activities which generally conform to the objects of the Society.

#### **14. AMENDMENTS**

**14.1** Any amendment to the Memorandum of Association, the Rules and Regulations or change in the name of the Society or any proposal for amalgamation of the Society with any other Society or dissolution of the Society shall not be carried out unless the proposal is approved by the Members of the Society in a General Body Meeting convened with at least 21 days notice in writing. Such notice shall contain the proposal which is required to be considered by the Members. The aforesaid approval shall be obtained by means of a resolution passed with two-thirds majority of Members. The provisions of Sections 9, 10, 21, 22 and 23 of the Karnataka Societies Registration Act, 1960, shall be followed in respect of the aforesaid matters.

**14.2** No amendments to the Memorandum of Association and Rules and Regulations shall be made which may prove to be repugnant to the provisions of Sections 2(15), 11, 12, 13 and 80G of the income Tax Act, 1961 as amended from time to time. Further, no such amendment shall be carried out without the prior approval of the Commissioner of Income Tax/Director of Income Tax (I.T. Exemptions).

***Amended and approved by the General Body on 27 October 2017***

