

NATIONAL CENTRE FOR POLAR AND OCEAN RESEARCH
RULES AND REGULATIONS 2022

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| 1 | <p><u>Name of the Society :</u> The Name of the Society shall be National Centre for Polar and Ocean Research.</p> |
| 2 | <p><u>Short Title :</u> These Rules and Regulations may be called the 'Rules' and 'Regulations' of the National Centre for Polar and Ocean Research.</p> |
| 3 | <p><u>Definitions :</u> In these 'Rules' and 'Regulations' the following words and abbreviations shall have the meaning given against them, unless the context otherwise signifies.</p> <p>a) Institute Institute means the National Centre for Polar and Ocean Research, Goa.</p> <p>b) Central Government Central Government' means the Administrative Ministry (Ministry of Earth Sciences) of the Government of India</p> <p>c) Society/ General Body - 'Society/ General Body' means the Society/ General Body of the National Centre for Polar and Ocean Research as registered under the Societies Registration Act 1860.</p> <p>d) President 'President' means the President of the Society/ General Body of the Society i.e. Hon'ble Minister of Earth Sciences, Government of India.</p> <p>e) 'Member Secretary' Member Secretary of the Society/ General Body means Director of the Institute (Ex-officio).</p> <p>f) Chairperson 'Chairperson' means the chairperson of the Governing Body / Council.</p> |

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| | <p>g) Governing Body / Council The Governing Body / Council of the National Centre for Polar and Ocean Research</p> <p>h) Director The Director of the National Centre for Polar and Ocean Research</p> <p>i) Rules Any of the Rules and Regulations of the National Centre for Polar and Ocean Research</p> <p>j) 'Website' means the official Website of the institute.</p> |
| 4 | <p><u>Authorities of the Institute</u> The Following shall be the authorities of the Institute :</p> <p>(a) (i)The Society/ General Body (ii)The Governing Body / Council</p> <p>(b) The Director</p> <p>(c) Such other authorities as may be declared or nominated by the Governing Body / Council.</p> |
| 5 | <p><u>Registered Office / Head Office and other Branches/laboratoriesof the Institute :</u></p> <p>The registered office and the head Office shall be at NCPOR, Goa_ with branch Offices/laboratories. The Governing Body / Council may, with the previous approval of the Central Government, establish branches and/or laboratories at other places within and outside India.</p> |
| 6 | <p>Society/ General Body.-</p> <p>6.1 There shall be a Society/ General Body of the Society which shall be the apex body of the Institute.</p> <p>6.2 The Institute shall maintain a register of the members of the Society/ General Body giving their addresses and occupations and each member shall sign the register. The composition of the Society/ General Body will be displayed on the Website.</p> |

| 6.3 The composition of the Society/ General Body shall be as follows: - | | |
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| (1) | President | Hon'ble Minister for Earth Sciences |
| Ex-officio Members | | |
| (2) | Minister In-Charge in the State where AB is situated. | Ministry of Earth Sciences or related Ministry. |
| (3) | Secretary | Ministry of Earth Sciences |
| (4) (5) | Two Secretaries | Department of Scientific and Industrial Research (DSIR), Department of Atomic Energy (DAE), Department of Space (DoSY Department of Science and Technology (DST)/ Chairman, DRDO, to be invited by Chairperson of the Governing Body / Council. |
| (6) | Principal Secretary in-charge | Of the Department handling Ministry of Earth Sciences or related Ministry in the state where respective Ministry is situated. |
| (7) | Joint Secretary (Administration) | Ministry of Earth Sciences |
| (8) | Financial Advisor | Ministry of Earth Sciences |
| (9) | Director | Of National Centre for Polar and Ocean Research (Member Secretary) |
| (10) (15) | Six Members nominated by To President of the Society for a term of three years or as decided by the | |

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| | <table border="1" data-bbox="349 180 1403 235"> <tr> <td data-bbox="349 180 440 235"></td> <td data-bbox="440 180 943 235">President of the Society</td> <td data-bbox="943 180 1403 235"></td> </tr> </table> <p>6.4 There shall be an annual general meeting of the Society/ General Body at a place and on a date fixed with the approval of the President -</p> <ul style="list-style-type: none"> (i) to consider and pass annual report of the Institute; (ii) to consider the balance sheet and audited accounts for the preceding year; and (iii) To consider any other matter which the President may consider appropriate. <p>6.5 The Society/ General Body of the Society shall meet at least once in a year at a place and on a date fixed by the President.</p> <p>6.6 The Society/ General Body, with the approval of President, may also meet in order to discuss any important urgent issue in an extraordinary meeting.</p> <p>6.7 All the proceedings of the Society/ General Body, duly approved by the President, shall be submitted to the Registrar of Societies and the Central Government by its Member-Secretary.</p> <p>6.8 The Society/ General Body may make or amend or add or repeal Rules and Regulations of the Institute as appropriate.</p> <p>6.9 Subject to the provisions of the Societies Registration Act, 1860, the Society/ General Body may alter, extend or abridge any object or objects, as specified in Article 4 of Memorandum of Association of the Institute, for which the Institute is established.</p> <p>6.10 The members of the Society/ General Body, shall not be entitled to any remuneration from the Institute; but non- official members of the Society/ General Body, shall be paid by the Institute, such as travelling, daily allowance and sitting fee as provided from time to time in respect of any journeys undertaken by them for attending the meetings of the Society/ General Body set up by the Society/ General Body or in connection with any business of the Institute.</p> | | President of the Society | |
| | President of the Society | | | |
| 7 | <p><u>Governing Body / Council</u></p> <p>7.1 There shall be a Governing Body / Council for the Institute consisting of the</p> | | | |

following Members duly approved by the President of the Society.
The composition of the Governing Body / Council shall be as follows and will be displayed on the Website.

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| Sl. | | |
| (1) | Chairperson | Secretary, Ministry of Earth Sciences, Government of India |
| Official members (Ex-officio Members) | | |
| (2) | Joint Secretary (Administration) | Ministry of Earth Sciences |
| (3) | Financial Advisor | Ministry of Earth Sciences |
| (4) | Chairman | Research Advisory Committee / Scientific Advisory Committee |
| (5) | Scientist 'G' / 'H' level Officer of MoES | Working as Programme Head of NCPOR |
| (6) | Director | Of National Centre for Polar and Ocean Research |
| (7) | Senior Most Scientist | Of National Centre for Polar and Ocean Research |
| (8) | Representative of NitiAayog | Looking after the work of Ministry of Earth Sciences |
| (9) | Head-in-Charge of Administration / Admin Officer | Of National Centre for Polar and Ocean Research (Member Secretary) |
| | Nominate Members | |
| (10) | Four experts nominated by the President of | |
| To | the Society for a term of three years or as | |
| (13) | decided by the President of the Society | |

7.2 The Institute shall keep a roll of the members of the Governing Body / Council giving their addresses and occupations, and every member shall sign the same. If a member of the Governing Body / Council changes his address, he shall notify his

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| | <p>new address to the Director, who shall thereupon enter his new address in the roll of members. If the member fails to notify his new address, the address in the roll of members shall be deemed to be his address.</p> <p>7.3 The members of the Governing Body / Council or any Committee appointed by it, shall not be entitled to any remuneration from the Institute; but non- official members of the Governing Body / Council or any Committee appointed by it, shall be paid by the Institute, such as travelling, daily allowance and sitting fee as may be provided for in the Bye-laws to be made in this behalf, in respect of any journeys undertaken by them for attending the meetings of the Governing Body / Council or the Committees set up by the Governing Body / Council or in connection with any business of the Institute.</p> |
| 8. | <p><u>Tenure of membership of the Society/ General Body or Governing Body / Council-</u></p> <p>8.1 Where a member of the Society/ General Body or Governing Body / Council becomes a member by reason of the office he holds, his membership shall terminate when he ceases to hold that office.</p> <p>8.2 The term of Members of Society/ General Body or Governing Body / Council other than ex-officio Members shall be five years.</p> <p>8.3A member of the Society/ General Body or Governing Body / Council shall cease to be such a member on the happening of any of the following events</p> <ul style="list-style-type: none"> a) If he dies, resigns, becomes of unsound mind, becomes insolvent, or is convicted of a criminal offence involving moral turpitude; b) If he is removed from membership by the Central Government. c) Except in the case of the Director, if he accepts a fulltime appointment in the Institute; d) if he fails to attend meetings of the Society/ General Body or Governing Body / Council for more than one year without obtaining the leave of the President /Chairperson respectively. |

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| | <p>8.4 A member of the Society/ General Body or Governing Body / Council, other than the President /Chairperson or an <i>ex-officio</i> member, may resign his/her membership by a letter addressed to the President/Chairperson and such resignation shall take effect from the date it is accepted by the President /Chairperson respectively</p> <p>8.5)Any casual vacancy in the Society/ General Body or Governing Body / Council shall be filled by nomination by the President/Chairperson in consultation with the Director and the member so nominated to fill such a casual vacancy, shall hold office for the remainder of the term of the member in whose place he has been nominated.</p> <p>8.6)Disqualification:</p> <p>A person shall be disqualified for being a member of Society/ General Body or Governing Body / Council or his nomination as a Member shall be terminated in case the person :</p> <ul style="list-style-type: none"> (i) has been convicted and sentenced to imprisonment for an offence which involves moral turpitude; or (ii) is an un-discharged insolvent; or (iii) is of unsound mind and stands so declared by a competent court. |
| 9. | <p><u>Chairperson of Governing Body / Council</u></p> <p>9.1) Secretary to the Government of India of the Administrative Ministry -The Chairperson.</p> <p>9.2) The Chairperson in addition to presiding over the meetings of the Governing Body / Council, shall perform such functions and shall have such powers as the Society/ General Body or Governing Body / Council may decide.</p> |

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| 10. | <p>Meetings and Proceedings of the Society/ General Body.</p> <p>10.1)The Society/ General Body of the Society shall meet at least once in a year on a date fixed by the President.</p> <p>10.2)A special meeting of the Society/ General Body may be called at any other time by the President, either on his own initiative or at the request of not less than four members of the Society/ General Body.</p> <p>*The procedure & modalities of such a meeting shall mutatis mutandis be, as those given in para 11.3 to 11.8 below.</p> |
| 11. | <p><u>Meetings and Proceedings of the Governing Body / Council</u></p> <p>11.1)Meetings of the Governing Body / Council should be held not less than twice a year at such place and date as may be fixed by the Chairperson. For the purpose of this rule, each year shall be deemed to commence on the 1st day of April and terminate on the 31st day of March of following year.</p> <p>11.2) A special meeting of the Governing Body / Council may be called at any other time by the Chairperson, either on his own initiative or at the request of not less than four members of the Governing Body / Council.</p> <p>11.3) For every meeting of the Governing Body / Council, at least fifteen days' notice shall be given to the members. Non- receipt of notice of any meeting of the Governing Body / Council by any member shall not, however, invalidate the proceedings of the meeting.</p> <p>11.4) 2/3rd majority including the Chairperson& FA or his nominee shall constitute a quorum at any meeting of the Governing Body / Council.</p> <p>11.5) In case of difference of opinion among the members, the opinion of the majority shall prevail.</p> <p>11.6) Each member of the Governing Body / Council, including the Chairperson, shall have one vote, and if there be a tie on any question to be determined by the</p> |

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| | <p>Governing Body / Council, the Chairperson shall, in addition, have and exercise a casting vote.</p> <p>11.7) Every meeting of the Governing Body / Council shall be presided over by the Chairperson, and in his absence, he shall nominate a member present at the meeting to chair the meeting.</p> <p>11.8) Any business of the Institute to be performed by the Governing Body / Council, except such as may be placed before the meetings of the Governing Body / Council, may be carried out by circulation among all its members, and any resolution, so circulated and approved by a majority of the members who have signified their approval or disapproval of such resolution, shall be as effective and binding as if such resolution had been passed at a meeting of Governing Body / Council.</p> |
| 12 | <p><u>Functions and powers of the Governing Body / Council</u></p> <p>12.1 The Governing Body / Council shall be the highest executive body of the Institute. It shall be the function of the Governing Body / Council generally to carry out the objects of the Institute as set forth in the Memorandum of Association.</p> <p>12.2 The Governing Body / Council shall be responsible for the organisation, general superintendence, direction and control of the activities of the Institute and shall exercise all the powers of the Institute not otherwise provided for in these Rules and Regulations.</p> <p>12.3 In the discharge of its functions, the Governing Body / Council shall be guided by such directives on questions of policy as may be given to it by the Central government from time to time.</p> <p>12.4 The Governing Body / Council shall, inter alia, exercise the following powers:</p> <ul style="list-style-type: none"> (i) Take decisions on questions of policy relating to the administration and working of the Institute. (ii) Consider and approve the programmes of the Institute within the scope of the objectives of the Institute and within the scope of its budget. (iii) Frame Rules and Regulations and Bye-laws for the conduct of the affairs of the Institute and to add to, amend, or repeal them from time to time with the approval of the Central Government. (iv) Consider, approve and authorize operation of the funds of the Institute. |

- (v) Consider and pass resolution on the Annual Report, the Annual Accounts and the budget estimates of the Institute and submit them to the Central Government.
- (vi) Draw up development plans of the Institute for consideration of the Central Government
 - (i) Approve the participation of the Director in Foreign Deputation.
 - (ii) Appoint Committees for the disposal of any of its business or for tendering advice on any matter pertaining to the Institute.
 - (iii) Institute and award fellowships, scholarships, prizes and medals.
 - (iv) Create scientific, technical, administrative and other posts under the Institute as per the DoPT guidelines and with the approval of the Ministry, other than the post of the Director, and to select and make appointments thereto, except in respect of the posts for which the Director is the appointing authority.
- (vii) Cooperate and collaborate with other national and/or foreign institutions and international organisations as per the objectives of the Institute, provided that prior approval of the Central Government shall be obtained for collaboration with foreign institutions and international organisation.
- (viii) Acquire by gift, purchase, exchange, lease, hire or otherwise howsoever any property, movable or immovable and to construct, improve, alter, demolish or repair buildings, works and constructions, as may be necessary or convenient for carrying on the activities of the Institute, provided that the prior approval of the Central Government shall be obtained:
 - a) to undertake any capital expenditure for purchase, acquisition or construction of any immovable property at a cost exceeding Rs.1 Crore; and
 - b) to enter into a lease of any immovable property for a period exceeding five years.
- (ix) Deal with any property belonging to or vested in the Institute in the best interests of the Institute, provided that prior approval of the Central Government shall be obtained for disposal of any immovable property.
- (x) Negotiate, enter into and make contracts and deeds of the Institute.
- (xi) Delegate its powers to the Director, and through him or directly to other employees/officials of the Institute or to any Committee appointed by it.
- (xii) Receive grants, gifts, donations or other contributions from the Central

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| | <p>Government or from any other source, approved by the Central Government, provided that no benefaction shall be accepted by the Institute which, in its opinion, involves conditions or obligations contrary to the objectives of the Institute.</p> <p>(xiii) To do all such acts and things as are incidental or conducive to the discharge of its functions and attainment of any one or more of the objects specified in the Memorandum of Association.</p> |
| 13. | <p><u>Director:</u></p> <p>13.1 The Director shall be appointed by the Governing Body / Council with the prior approval of the Central Government</p> <p>13.2 The Director shall hold office for such period and on such terms and condition of service as may be prescribed from time to time;</p> <p>13.3 The Director shall be a scientist/engineer/technocrat of appropriate calibre who has distinguished profile..</p> |
| 14 | <p><u>Functions and powers of Director :</u></p> <p>14.1 The Director shall be the Chief Executive of the Institute and shall be responsible for the day to day management of its activities and overall administration of the Institute. He shall discharge these responsibilities in accordance with the Rules and Bye-laws of the Institute. In case of an emergency, he may take such action as may be necessary and report it immediately to the Governing Body / Council.</p> <p>14.2 It shall be the responsibility of the Director to see that all funds are expended on the purposes for which they are granted or allotted.</p> <p>14.3 He shall be the custodian of the records and such other property of the Institute as the Governing Body / Council may commit to this charge.</p> <p>14.4 In the event of the post of Director remaining vacant for any reason, it shall be open to the Ministry to appoint any officer or officers of the Institute to exercise such powers, functions and duties of the Director, as the Ministry may deem fit, till a Director is appointed for a period of three months. Administrative Ministry in its discretion may further extend such appointment subject to due approvals as per the laid down guidelines/procedures of Government of India.</p> |

14.5 Subject to the provisions of these Rules and Regulations and the Bye-laws made there under, the Director shall, inter-alia, exercise the following functions and powers, namely. :

- (a) All expenditure within the budget grant shall be approved and sanctioned by the Director, or employees/officials to whom he had delegated this power with the approval of the Governing Body / Council. The director shall have the power to make re-appropriations subject to the following conditions :
- i) Re-appropriations to augment the provision under the head "Salaries, Allowances and Provident Fund/ Pension Contributions" shall require the prior consent of the Governing Body / Council
 - ii) No re-appropriation shall be made from the head of Capital Expenditure to the head of Revenue Expenditure.
 - iii) Re-appropriations within the heads of Capital Expenditure to cover expenditure on a new project not included in the budget shall require the prior consent of the Governing Body / Council/Ministry.
- (b) Submit the accounts, the budget estimates and other proposals of the Institute to the Governing Body / Council for its consideration.
- (c) Conduct all official correspondence on behalf of the Institute and the Governing Body / Council.
- (d) Convene meetings of the Governing Body / Council in consultation with the Chairman.
- (e) Keep or cause to be kept proper records and minutes of the proceedings of the Governing Body / Council meetings, and be responsible for implementation of the resolution passed by the Society/ General Body/Governing Body / Council.
- (f) Select and make appointments to the posts under the Institute for which he is the appointing authority under these rules.
- (g) Assign tasks to the employees/officials of the Institute, manage the undertaking of these tasks and exercise overall control including disciplinary control.
- (h) Appoint committees of employees/officials of the Institute to manage such activities as library, workshop, stores etc.
- (i) Participate in national conferences and, with the approval of the Governing Body / Council, in International conferences.
- (j) Nominate members of the employees/officials of the Institute to represent the

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| | <p>Institute in national and international conferences.</p> <p>(k) Execute all contracts, deeds and assurances of property made on behalf of the Institute after the same have been approved by the Governing Body / Council.</p> <p>(l) Draw, make, accept, endorse cheques, notes or other negotiable instruments for the purposes of the Institute.</p> <p>(m) Re-delegate some of his powers to any of his subordinates, with the approval of the Governing Body / Council.</p> <p>(n) Exercise such other powers as may be assigned to him by these Rules and Regulations and Bye-laws framed thereunder.</p> <p>(o) In the discharge of his functions in relation to the Governing Body / Council, the Director shall be assisted by the Administrative Officer of the Institute.</p> |
| 15 | <p><u>Functions and powers of other officers :</u></p> <p>The powers and duties of officers other than those mentioned in these rules shall be as specified by the Governing Body / Council or in the Bye-laws framed for the purpose.</p> |
| 16 | <p><u>Delegation of powers:</u></p> <p>For facilitating smooth running of the Institute, the Governing Body / Council may delegate such powers vested in it, as may be necessary, to the Director, and through him or directly, to other employees/officials of the Institute or to Committees appointed by it.</p> |
| 17 | <p><u>Fund of the Institute:</u></p> <p>17.1 The Institute shall maintain a Fund to which shall be credited:</p> <ul style="list-style-type: none"> i) All Funds provided by the Central Government. ii) All fees and other charges received by the Institute. iii) All Funds received by the Institute by way of grants, gifts, donations or other contributions approved by the Central Government. iv) Any other income generated as per the approval of the Administrative Ministry. <p>17.2 All money credited to the Fund shall be deposited in Nationalized/Scheduled banks and accounted for in such manner as the Governing Body / Council may</p> |

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| | <p>deem appropriate, with the approval of the Central Government, decide.</p> <p>17.3 The Fund shall be applied towards meeting the expenses of the Institute including the expenses incurred in exercise of its powers.</p> <p>17.4 The bank account of the Institute shall be kept in the name of the Institute and shall be operated upon jointly by any two out of the Director, the Administrative Officer and the Accounts Officer as may be designated by the Governing Body / Council.</p> <p>17.5 The income and property of the Institute, however derived shall be applied towards promotion of the objects set forth in the Memorandum of Association subject, nevertheless, in respect of the expenditure of the grants made by the Central Government to such limitations as the Government of India may from time to time impose. No portion of the income and the property of the Institute shall be paid or transferred directly or indirectly by way of dividends, bonus, or otherwise howsoever by way of profit, to persons who at any time are or have been members of the Institute, or to any of them, or to any persons claiming through them or any of them, provided that nothing herein shall prevent the payment, in good faith, of remuneration to any member or other persons in return for services rendered to the Institute, upon travelling allowances, halting allowance and other similar charges.</p> |
| 18 | <p><u>Accounts and Audit:</u></p> <p>18.1 The Institute shall prepare an Annual Statement of Accounts in such form as may be worked out by the Governing Body / Council in consultation with the Central Government.</p> <p>Institute may seek assistance of a qualified Accountant/Auditor, to assist the Director to devise procedures for meeting accounting standards, procedures and practices the Institute. The terms and conditions of service of the Accountant/Auditor shall be as laid down by the Governing Body / Council from time to time.</p> <p>18.2 The Accounts of the Institute shall be audited annually by a Chartered Accountant or Accountants as defined in the Chartered Accountants Act, 1949 (XXVIII of 1949), to be appointed by the Governing Body / Council.</p> |

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| | <p>18.3 The Comptroller and Auditor General of India shall have the right to demand production of books, accounts, connected vouchers and other documents and papers and to inspect the offices of the Institute.</p> <p>18.4 The Accounts of the Institute as audited and certified by the Chartered Accountant appointed for the purpose shall be forwarded annually to the Central Government.</p> |
| 19. | <p><u>Annual Report:</u></p> <p>Within six months of the close of every financial year, the Institute shall submit to the Central Government an annual report on its working during the previous year together with an audited statement of accounts showing the receipts and expenditure for the previous year.</p> |
| 20. | <p><u>Budget :</u></p> <p>The annual budget of the Institute shall be drawn up in a format indicated by the Central Government. It shall normally be considered by the Governing Body / Council in September and then transmitted for approval by the Government.</p> |
| 21. | <p><u>Appointments:</u></p> <p>All appointments of the employees/officials/staff of the Institute except that of the Director, shall be made in accordance with the procedure laid down in the relevant Bye-laws of the Institute.</p> |
| 22. | <p><u>Bye-laws:</u></p> <p>The Governing Body / Council shall, with the sanction of the Central Government frame, amend or repeal bye-laws not inconsistent with these Rules for the Administration and Management of the affairs of the Institute, and in particular to provide for the following matters:</p> <p>(a) The preparation of budget estimates, the sanctioning of expenditure, making and execution of contracts, maintenance of accounts and audit.</p> |

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| | <p>(b) The allowance to be paid to the Non-Official Members of the Society/ General Body /the Governing Body / Council.</p> <p>(c) The classification and procedure for appointment of officers/officials/employees/ staff under the Institute.</p> <p>(d) The terms and tenure of appointments, rules of discipline and other conditions of service of the officers/officers/officials/employees/staff of the Institute.</p> <p>(e) The terms and conditions governing deputation of officers/officers/officials/employees.</p> <p>(f) Conduct of business by the Society/ General Body /the Governing Body / Council and the Committees constituted by the Governing Body / Council, the powers and functions of such committees and the terms of office of their membership.</p> <p>(g) Fixation of fees to be charged for services rendered by the Institute.</p> <p>(h) The terms and conditions governing fellowships, scholarships, medals and prizes.</p> <p>(i) Such other matters as may be necessary for the administration of the affairs of the Institute, including those which, by these rules, are to be or may be prescribed by the Bye-laws.</p> |
| 23. | <p><u>Alteration of the Rules and Regulations:</u></p> <p>Subject to the approval of the Central Government, the Governing Body / Council may alter these Rules and Regulations at any time by a Resolution passed by a majority of three-fourths of the members present and voting at any meeting of the Governing Body / Council, which shall have been duly convened for the purpose.</p> |
| 24. | <p><u>Alteration or extension of the purposes of the Institute:</u></p> <p>Subject to the provisions of the Societies Registration Act, 1860, and subject to the prior approval of the Central Government, the Governing Body / Council may alter, extend or abridge any purpose or purposes for which the Institute is established.</p> |
| 25. | <p><u>Seal of the Institute:</u></p> <p>The Governing Body / Council shall provide a seal and also provide for its safe custody, and the seal shall never be used except by the authority of the Governing Body /</p> |

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| | <p>Council previously given and one member of the Governing Body / Council shall sign on every instrument to which the seal is affixed, and every such instrument shall be countersigned by the Director or by some other person appointed by the Governing Body / Council.</p> |
| 26. | <p><u>Acts and proceedings not to be invalidated by vacancies etc. :</u></p> <p>No act of the Governing Body / Council or the Institute or any other body set up under these rules or the Bye-laws framed thereunder, shall be invalid merely by reason :-</p> <p style="padding-left: 40px;">a) any vacancy or defect in the election, nomination or appointment of a person acting as a member thereof, or</p> <p style="padding-left: 40px;">b) any irregularity in its procedure not affecting the merits of the case.</p> |
| 27. | <p><u>Transitional provisions</u> :Notwithstanding anything contained in these Rules:</p> <p>27.1 Until appropriate rules of procedures and Bye-laws are drawn under these Rules, the rules, regulations and procedures prescribed by the Government of India as are in force, shall continue to apply to the Institute.</p> <p>27.2 Every person working in the existing Institute immediately before the registration of the Memorandum of Association, shall hold his office in the Institute by the same tenure, at the same remuneration and upon the same terms and conditions and with the same rights and privileges as to pension, leave, gratuity, provident fund and other matters as he would have held if this registration had not come into force, and continue to do so unless and until his employment is terminated or until appropriate Bye laws relating to tenure, remuneration and terms and conditions are framed by the Institute, which ever is earlier.</p> |
| 28. | <p><u>Inter-changeability of staff:</u></p> <p>Without prejudice to the provisions made in Rule 24 for the transitional period: The Institute may take on its establishment, employees/Officials on deputation/on loan basis from any Department/Attached/Subordinate/Autonomous Body of Ministry of Earth Sciences, or require any of its employees/officials to work/deputed at other</p> |

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| | any Department/Attached/Subordinate/Autonomous Body of Ministry of Earth Sciences with similar objectives under terms and conditions that may be prescribed for the purpose. |
| 29. | <u>Review by Central Government</u> On direction by the Central Government, the work and progress of the Institute shall be reviewed and enquiries held into its affairs and a report thereon submitted to the Central Government. The Central Government may take such action on the report and issue such directives as it may consider necessary in respect of any of the matters dealt with in the report, and the Institute shall be bound to comply with such directives. |
| 30. | <u>Reports, Returns and information</u> The Institute shall furnish to the Central Government such reports, returns and information as may be required from time to time. |
| 31. | The Society may sue or be sued in the name of the Director or as shall be determined by the Rules and Regulations of the Society and in default of such determination by such person as shall be appointed by the Governing Body / Council. |
| 32. | If, on winding up or dissolution of the Institute, there shall remain, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Institute or any of them, but shall be dealt with in such manner as the Central Government may decide. |

1. **Certified that this is a correct copy of the Rules and Regulations of the National Centre for Polar and Ocean Research .**
2. **For all things not specifically provided for in these Rules and Regulations, the provision of the Societies Registration Act, 1860 (XXI of 1860) will apply.**

Sd/-
Member

Sd/-
Member

Sd/-
Chairman