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RUBBER GROWERS SOCIETY

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MODEL BY LAWS

MEMORANDUM OF ASSOCIATION

NAME OF THE SOCIETY:

The name of the Rubber Growers Society is
Rubber Growers Society and the registered address is

The area of operation is the villages of under..... C&RD Block
..... of District in the state of Meghalaya.

OBJECTIVES OF THE SOCIETY:

To work for the prosperity and development of agricultural, social/economic condition of the Rubber Growers within the jurisdiction, without any motive of profit making.

Without hindering the above objective the society will work for the following:

- a) To disseminate latest technical knowledge to the growers in the area of rubber planting, tapping, processing of crop and marketing.
- b) To implement the agricultural technology transfer scheme of the Rubber Board. State Government along with other developmental programmes.
- c) To liaison with Rubber Board, Rubber Processing Co-operative societies and the Companies sponsored by the Rubber Board and Rubber Producers societies and rubber growers for improving the productivity and thereby increasing the production and economy of the members.
- d) To collect the produce of the growers like sheet rubber, scrap rubber, etc through collection centers and to market it collectively at a better price and thereby demonstrate the benefits of joint marketing to the growers. The benefits thus derived would be distributed among the members as cash or service
- e) To improve the quality of the product, formulate and implement scheme for making smoke houses and joint community processing center, etc with or without assistance of State Government, Rubber Board, other organization etc.
- f) To arrange and carry out leaf and soil analysis and other tests aimed at maximizing the utility value of soil testing and demonstrating it to the growers, and thereby reduced the cost of production and increase productivity.
- g) To undertake other study programmes for the development of agriculture of the growers.
- h) To liaison with the Rubber Board and other Rubber Processing Marketing societies, if necessary get advices from board and to join for setting up for rubber product manufacturing units.
- i) To raise funds by way of entrance fees, subscription fees from the members. To receive credit, loans, donation, advances to mobilize capital from the Rubber Board, Government Institutions, Cooperatives, individuals, etc. For meeting incidental expenditure conducive to attain the above narrated objectives.
- j) To start nurseries for supplying good quality, high yielding planting materials to the needy growers.

- k) To supply at reasonable cost the required agriculture inputs like fertilizers to the growers.
- l) To undertake other activities for the uplift of the cultural and economic status of the member growers and the community.

Persons Signing The Memorandum:

Sl.No.	Name	Occupation	Address	Status	Signature
01				President	
02				Vice President	
03				Executive Committee Member	
04				Executive Committee Member	
05				Executive Committee Member	
06				Executive Committee Member	
07				Executive Committee Member	

(The Signature, Name, Address and Occupation of the first executive committee members who agreed to act as per the Rules and Regulations of the Society)

RULES AND REGULATIONS OF THE _____ RUBBER GROWERS/PRODUCERS SOCIETY

MEMBERSHIP

Any growers who owns or having legal right on a minimum area of 0.20 ha of rubber within the area of operation and who agrees to sale the product through the society can be a member subject to the following regulations.

1. Should be a major, qualified to enter into agreements.
2. Should remit the entrance fees and subscription fees promptly.
3. Should abide by the rules and regulations of the society.
4. Should not involve in any activity detrimental for the objective of the society in any respect which will hamper the performance of the society.
5. Should sell the produces through the society if the society undertake such activities.

If the members are not abiding by any or all of the above regulations, the member is disqualified and ceases to be a member. If the member has no liability to society and not with him any valuable, movable and immovable property of the society, the member can resign or retire from the society giving three months notice. The entrance fees will not be returned to the member in such cases.

Those who are willing to become a member of the society should, apply in the prescribed form remitting Rs. _____ as entrance fees and Rs. _____ as yearly/monthly subscription. The members should remit the subscription in advance in April every year.

SOURCE OF FUNDS OF THE SOCIETY:

The funds required for the functioning of the society shall be met from the following sources:

1. Entrance fees.
2. Annual/monthly subscription.
3. Loans, advances, donations, etc from the members and non-members.
4. Loans, advances, subsidies from Banks, other financial institutions, Co-operative societies, Rubber Board, State Government and Central Government.
5. Funds gathered by working earnestly in the field of rubber planting, processing, marketing, etc as per the advice of the Rubber Board to strengthen the working funds.

GENERAL BODY:

The first General Body will be conducted within 3 months from the date of registration. As far as possible all members should take part in the first General Body meeting Thereafter the Annual General Body will be convened within 3 months after the completion of the financial year. The quorum will be or 1/3 of the total members whichever is less. The General Body will review the work done in the previous year and chalk out action plan for the future. Trimonthly general body will also be convened to apprise the performance and further programming of the future plans.

Special General Body can be convened when 1/3 of the members demands in writing or by joint decision of the 3 executive members. Such General Body will consider exigent an emergency matters.

POWERS AND RESPONSIBILITY OF THE GENERAL BODY:

A. The General Body is the absolute authority of the society. The general Body can decide on all matters which is not specifically delegated to the executive committee, provided majority is resolved to do so. The General body also can decide the following on majority.

- a) To amend the objective/objectives of the society
- b) To increase the objective/objectives
- c) To restrict the objective/objectives.
- d) To dissolve the society partly or fully to join with another society.

When the Executive Committee thinks fit for such amendment the matter will be circulated among members giving a 10 days notice and also with the information of date, time and venue of such a meeting. Prior approval of the Rubber Board is to be received on the matter.

If the 3/5 members of the special general body agreed for an amendment. after one month a second General Body will be convened and the matter presented again and if the earlier decision is further decided a resolution to the affect to be passed by 3/5 members of the General Body. The decision can be put into action after getting approval from the Registrar and the Rubber Board.

B. The first General Body will select the President from among the members. It always better the President should not be a rubber dealer or a person related to rubber business, nursery and farm input supply business. The President should be able and able to spend enough time and energy for the business of the society. After election, the President under his Chairmanship elect 6 persons towards executive committee. The term of President is 3 years. Two of the committee members will retire in each year for the 1st two years. The names of the retiring committee members, during 1st year and 2nd year, would be decided by lot. All other Directors' term will be 3 years. The person who retired after the completion the term is qualified for further election.

If the society is approved by the Rubber Board, the board has the discretion to nominate one Technical Officer of the Rubber Board towards the Executive Committee.

If the actions of the President or any members of the Executive Committee is round detrimental or against the function of the society or the performance not satisfactory. General Body can remove before the term such office bearers provided 3/5 of the members present vote for the same.

The members should sell rubber sheets. scrap rubber, latex, etc through the society provided the society is dealing such sales. A member should sale a minimum of 250 Kg. dry rubber per ha per year through the society.

If the members are in arrears of subscription. such members are not eligible for voting and are disqualified for a candidature for the Executive Committee.

The Annual general Body will accept and approve the audit accounts and annual performance report after all necessary verification. The auditing of the first year accounts can be done by an auditor nominated by the Executive Committee. Subsequent accounts will be audited by an auditor approved by the previous years' General Body. The Rubber Board also reserves right to appoint auditor. The auditor thus nominated by the Rubber Board can be approved by the General body and appointed by the Society as their auditor.

The budget proposed with or without amendment by the Executive Committee will be approved by the General Body. The General Body will propose the policy decisions, take action on disciplinary proceeding for better and effective management of the Society. For implementing such decision and information of sub rules, etc for the implementation. General body if it thinks fit can authorize President or any Executive Committee members for undertaking the same.

MANAGEMENT:

The total management of the society is vested in the President and Executive Committee Members. The society will maintain in the Office, a membership register carrying details of members and rubber holdings owned by them. This is to be kept in the office for verification by any members. The Memorandum of association of the society: its rules and sub rules, etc. are also to be kept in the Office for verification by the Members. The Executive Committee will manage society in accordance with the declared objectives, policies, rules and sub rules amended from time to time.

The quorum of the Executive Committee is President or vice President and 3 committee members. The Executive Committee should meet once in a month. If the situation warrants more meeting can be held. The committee can invite to the meeting persons from rubber Board, financial institutions, Government agricultural institutions or any efficient or eminent personalities for advice or directions on any matters of general interest of the society.

One of the elected Executive committee Member is selected to the post of vice President. The service of the President/Vice President/Executive Committee Members will be free of charges. But if the general Body things fit to provide remuneration and the society has got enough financial strength it can approve for providing remuneration.

Each member of Executive Committee holds right for one vote: If the voting comes equal the President can exercise the casting vote.

The Executive Committee members those who holds no liability to society can retire at any time by resignation. But the resignation comes into force from the date of acceptance of the resignation by the Executive Committee. If the Committee members absents from the Executive Committee sitting, for more than 4 times consecutively without prior permission from the President, the member is deemed to lose the membership from the Executive Committee. The interim vacancies arose can be filled by co-option from among the members.

The society approved by the Rubber Board should function in accordance with the guidance advice and regulations given by the board from time to time.

POWERS OF THE EXECUTIVE COMMITTEE:

1. The President will deal the cash, movable and immovable property of the society in accordance with the objectives and the decisions of the society. For improving the day-today function the Executive Committee can authorize powers to the President.
2. Submission of statements, return, lists of members and executive committee members in accordance with the act and rules to registrar in time.
3. Convening first General body within 3 months after registration, subsequent tri-monthly general body and annual general body where accounts and performance reports are presented.
4. Elect the office bearers at the annual general body as per rules.
5. Submit audited accounts and annual performance report to the annual general body.
6. Enroll members to the society as per act and rules.
7. Finalize and execute agreements with the Rubber Board, Rubber Processing/Marketing societies, Financial Institutions, Co-operative societies, etc for achieve the declared objectives. Committee can also authorize any office bearers to sign an agreement
8. Procurement and distribution of various estate inputs to the growers and procurement and sale of produce from the growers for better marketing.
9. Scrutinize the annual budget and performance report and present it to the annual general body after getting approved by the Executive committee.
10. Approve expenditure for the day-to-day functions as per the approved budget.
11. Decide for construction, lease or rent out building, godowns or lands for purpose of procurement and distribution of inputs/produce.
12. Conduct advisory and extension programme for the betterment of agriculture.
13. Standing within the budget provision, rules and objectives of the society, to appoint one collection agent, if necessary, decide the quantum of remuneration of agent. His other service regulations can be fixed in accordance with the guidance of the Rubber Board. [f the collection agent is found inefficient or not effective, the executive committee can remove the agent
14. Approve after scrutiny the monthly accounts of receipts and payments at the monthly executive committee meeting.
15. Conduct tri-monthly and annual stock verification.
16. For better functioning of the society the executive committee can formulate rules and sub rules and can get approved by the general body. The executive committee can act on the rules and sub rules prior to the approval of the General Body but subject to the ratification by the next general body, in the matters requiring immediate action.
17. Involve in the management of the society in accordance with the declared objectives.
18. On completion of the financial year to get ready the following:
 - a) Accounts on receipts and payments.
 - b) Accounts on income and expenditure.
 - c) Balance sheet
 - d) Other required accounts
 - e) Annual performance report.

19. Verify and make sure that the annual fee collections are not used for the day-to-day expenditure of the society.
20. Take disciplinary actions against members who contaminate latex, etc which is procured by the Society for collective sale.

In addition to the functioning in accordance with the declared objectives find out additional fund through internal arrangements for effective working. [f the additional funds from outside are required it is to be arranged subject to the approval of the Rubber Board.

For opening an account and operating it in the name of the society in cooperative/nationalized banks two persons are to be nominated from among the office bearers including President or vice President. Make sure that funds which is not to be spent immediately is remitted to the bank.

RESPONSIBILITY AND POWERS OF THE PRESIDENT:

- a) The President will be Chairman of Executive Committee and General Body. At the time of equal voting he will franchise casting vote.
- b) Approve the casual expenditure to be met subject to the budget provisions. This expenditure is to be presented in the next executive committee for ratification.
- c) General rule and management *of* the society is under the control of the President subject to the decision *of* the executive Committee.
- d) The President has the power to take disciplinary action on collection agent. He should make sure the close related person should not be selected as collection agent.
- e) On all policy matters, the President should present the matters before the Executive Committee and on passing it is to be further presented at the general body for approval.
- f) President will correspond with the public, Govt. Institutions, Other bodies on behalf of the society.
- g) President will keep good liaison with the Rubber Board, Processing, Marketing co-operative societies and other Govt. Institutions, Financial Institutions, etc. for the easy work of the society.
- h) The President will exercise all powers for attaining of the declared objectives and policy decisions of the society which are authorized by the Executive Committee.

POWERS AND RESPONSIBILITY OF THE VICE PRESIDENT:

In the absence of the President, the Vice President will execute all powers and all responsibilities delegated to the President.

DELEGATION OF POWERS:

The President can delegate powers and responsibility to another office bearers after approving by the Executive committee.

GENERAL:

- a. For improving the financial position of the society and for better service, the society can recover 25 paise per Kg. of rubber sheet/scrap procured by the society from the members. Such money is to be separately accounted for developmental expenses.. This amount can be spent only after getting approval from the rubber board.
- b. Other than collection agent who work on commission basis no other employee can be appointed. The collection agent is eligible for commission of 25 paise (per Kg. dry rubber), in case of latex and 15 paise per Kg in case of sheet rubber. For further items of work the executive committee can decide the commission.
- c. Other Marketing society which is dealing business with the society should provide a commission of 25 paise in the case of latex (Per KG. DRC) and 15 paise in case of sheet rubber per Kg.
- d. In legal matters, the President will act on behalf *of* the society.
- e. The society can formulate terms/rules for other matters which are not included but abiding by the terms and condition of Memorandum *of* association and abiding by the rules and act *of* registration.
- f. But those matters laid out in the rules but standing against the act and the rules of the Registration, such rules are automatically void.