AMENDED CONSTITUTION of RESEARCH SOCIETY FOR THE STUDY OF DIABETES IN INDIA
As adopted in Annual General Body Meeting 19th November, 2016
(MEMORANDA OF SOCIETY AND RULES)
1.1 The name of the society shall be `Research Society for the Study of Diabetes in India'. It shall be referred to as RSSDI for purpose of abbreviation here in after.

1.2 The registered office of the RSSDI shall be at New Delhi.

1.3 The administrative office of the RSSDI shall be at the place where the Honorary Secretary and Honorary Treasurer reside.

1.4 The aims and objectives of the RSSDI shall be:

1.4.1 To function as a scientific body encouraging and assisting research as well as all such activities that are likely to benefit people with diabetes mellitus (DM) in India.

1.4.2 To encourage, educate, update and train registered medical practitioners, dietitians, qualified nurses and other appropriately qualified paramedical personnel in the field of DM and expand knowledge on health care delivery through organization of lectures, continuing medical education programs (CME), seminars, discussions, conferences, update sessions, workshops, training camps, correspondence courses and any other method or measure that may be considered suitable from time to time for the purpose at local, regional, national and international levels.

1.4.3 To promote exchange of knowledge and sharing of experience amongst specialists in the field of DM as well as any or all such specialty or sub-specialty that may be concerned with research and care of people with DM.

1.4.4 To establish institutions so as to fulfill the goals as elaborated in 1.4.1 to 1.4.3 (vide supra).

1.4.5 To establish reciprocation, exchange programs and collaboration with other scientific agencies, bodies or organizations engaged in similar activities either within India or abroad.

1.4.6 To maintain a list of eminent members engaged in research and teaching in the field of DM to be designated as ‘FACULTY OF the RSSDI’ so as to avail their assistance for fulfilling the aims and objectives as detailed in 1.4.1 to 1.4.5 (vide supra). The initial 25 faculty of the RSSDI shall be designated as Founder Faculty of the RSSDI. The total number of Faculty shall not exceed 5 percent of the total RSSDI members.

1.4.7 To institute post-graduate studies in DM for medical practitioners in due consultation with the Medical Council of India and in accordance with the prevailing statutes, rules and regulations governing all such studies. To collaborate or get associated with recognized Universities or autonomous Institutes viz. IGNOU for undertaking such courses.

1.4.8 To award prizes, certificates of merit and/or appreciation and other inducements for distinguished service or research publications in the field of DM.

1.4.9 To undertake or conduct such other activities as may be found incidental or conducive to the fulfillment of the aims and objectives of the RSSDI.

1.5 The funds and other properties, movable and immovable, shall be utilized solely towards the promotion of its aims and objectives as set forth in this memorandum of the RSSDI and no portion thereof shall be paid or transferred directly or indirectly by way of dividends, bonus or otherwise by way of profit to its members provided that nothing herein shall prevent the payment of salary, remuneration and other benefits to its employees or other persons in return of any service actually rendered by them.
| 1.6 | The RSSDI YEAR : shall be as per English calendar i.e. from January 1 to December 31, of every year. |
| 1.7 | The RSSDI may be dissolved in the manner provided for in the rules framed here under. |
| 1.8 | The affairs of the RSSDI shall be transacted under the rules framed here under. |

**2.1. MEMBERSHIP**

**2.1.1 MEMBER**

The membership of the RSSDI shall be open to any person possessing MB BS or Masters qualification in allied sciences and interested in the field of DM. There shall be one category of such membership i.e. ‘Life Membership’ and the interested person has to pay the life membership fees, as decided from time to time. Every such person shall here in after be referred to as ‘Member’.

**2.1.2 ASSOCIATED MEMBER**

Persons who are not medical graduates or post graduates in allied sciences, but are keenly interested in the field of DM may be allowed to become Associated - Life Members. No person shall be allowed to become such Associated - Life Member unless he or she possesses required graduate qualification in the concerned subject viz. Nutrition, Home Sciences, Medical Laboratory Technology, Bio-chemistry, Nursing, Physiotherapy, Bio-Engineering etc. All such members have to pay necessary membership fees as applicable to a member. Associated - Life Member will be entitled to all academic, scientific and literary benefits offered by the RSSDI, when selected or offered may participate in all such activities and to all that a Member is entitled to except that he or she will have no right to vote in the General Body nor get elected to the Executive Committee. Every such person shall here in after be referred to as ‘Associated Member’.

**2.1.3 ACADEMIC MEMBERS**

Members having recognized teaching or research experience, academic affiliation, post graduate medical or doctorate qualification with significant contribution in the field of DM may be nominated as Academic Members by the Executive Committee (EC). All such persons shall primarily be ‘Member’ of the RSSDI.

**2.1.4 A `Member' or `Associated Member' shall cease to be so of the RSSDI,**

i. If by a letter addressed to the Honorary Secretary of the RSSDI a member resigns his membership.

ii. If a member is expelled by the EC consequent to activities detrimental to the interests of the RSSDI.

iii. On the demise of the member.

**2.1.5 Privileges of a member**

i. Shall be entitled to receive a copy of the Journal of the RSSDI free of cost. Other publications of the RSSDI shall be charged such rates as the Executive Committee (EC) may fix from time to time.

ii. Shall have the privilege to attend and take part in all meetings, lectures, CME and all such programs and annual meetings on due registration for the same.

iii. Shall enjoy all other privileges, facilities and advantages offered by the RSSDI from time to time.
For privileges of an Associated Member see 2.1.2 as above.

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<th>2.1.6 CORPORATE MEMBERS</th>
<th>This membership shall be open to pharmaceutical houses, institutions or any other organizations interested in the objectives of the RSSDI. The monetary contribution for becoming a corporate member shall be decided by the General Body (GB) from time to time, and the said contribution has to be credited to the RSSDI fund or account. The Corporate Member may depute one person to attend the GB meetings but shall have no right to vote. All such Corporate Members shall be offered similar privileges during the Annual conference of the RSSDI. Any such member shall have the privilege to make financial grants for any activity of the RSSDI subject to the approval by the EC. The organizer of such activity of the RSSDI will acknowledge receipt of the said financial grant made by the concerned corporate member and/or other pharmaceutical firms.</th>
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<td>2.2. FELLOWSHIP</td>
<td>The RSSDI shall offer two types of fellowship.</td>
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<td>2.2.1 ACCREDITED FELLOW (AFRSSDI)</td>
<td>A member having attended requisite hours of the RSSDI approved CME activity as fixed by EC from time to time on the concerned year for five such consecutive years can apply to be designated as ‘Accredited Fellow of the RSSDI’. The EC or any subcommittee appointed by the EC shall review his credentials and may approve him as such. Vide clause ix under ‘Powers of the Executive Committee’, the standards for such credentials shall be fixed from time to time by the EC. On approval, the life member will have to deposit the necessary fees, as may be fixed from time to time by the EC, for being admitted to such fellowship and then shall be issued the necessary documents of proof jointly signed by the Honorary Secretary and President of the RSSDI.</td>
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<td>2.2.2 HONORARY FELLOWS (FRSSDI)</td>
<td>The EC may admit any academically outstanding member as Honorary Fellow. In any year not more than five members shall be admitted as such. The credential Committee constituted for the purpose (see infra) shall scrutinize the names of such persons and recommend to the EC for approval.</td>
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| 2.3 PATRONS | Two eminent founder members and three members of eminence with unflinching support and services to the RSSDI for long years have been designated as ‘Patrons for life’. The EC may nominate further members who have and have given unflinching support and services to RSSDI, as ‘Patrons for Life’.

Provided that no member shall be nominated to be a Patron for Life unless he has been a member of the RSSDI for a period of at least twenty years.

Provided further that there shall not be more than ten members designated ‘Patrons for Life’ at any given point of time. |
| 2.4 GENERAL BODY (GB) | The GB of the RSSDI shall constitute of all Members and shall be the supreme authority to take any decision in the matters relating to any affair of the RSSDI. It shall exercise its power through the EC and its office bearers. |
| 2.4.1 POWERS OF THE GENERAL | There shall be an annual general body meeting (AGBM) at the time of annual conference of the RSSDI generally in November. The Honorary Secretary shall send notice three weeks in advance. He shall specify the |
time, date, venue and agenda of the meeting to all eligible members. Minimum fifteen percent of the total membership shall form the quorum. The muster book has to be circulated prior to any meeting and every member should be issued an entry pass, which should be verified, for participating in the GB. In the absence of quorum the President shall adjourn the GB and business is carried on with the existing members at the same place and same day. In the absence of President or Vice President the members present shall choose one among themselves to preside over the GB. The Honorary Secretary shall place his report before the GB. The Honorary Treasurer shall place the accounts duly audited by an authorized Chartered Accountant of the RSSDI as well as the budget proposal for the ensuing year.

| 2.4.2 EXTRA ORDINARY GENERAL BODY | An extra ordinary GB may be called by the Honorary Secretary in consultation with the President or if one-third of the total number of members request for such a meeting through a written request to Honorary Secretary and on a specific agenda. One week notice is to be given to the members and only the agenda mentioned in the notice shall be discussed in the extra ordinary GB meeting. No TA or DA will be given to the members attending extra ordinary GB meeting. |
| 2.4.3 AMENDMENT OF THE CONSTITUTION | Notification has to be sent to the Honorary Secretary eight weeks before the special or GB and the Secretary shall circulate to the members three weeks before the annual or special GB meeting. No amendment shall be adopted unless two thirds of the members present at the said GB approve the same. Amendment if any shall come into force after minutes are adopted by the special GB meeting or the AGBM. |
| 2.5 EXECUTIVE COMMITTEE (EC) | The day to day management of the affairs of the RSSDI shall rest with the EC. The EC is subject to the directives of the GB and cannot take any decision nor act in any way that is not contemplated in this memorandum of the RSSDI and rules. In the event of any death, resignation or dismissal of any office bearer of EC, the President in due consultation with the EC shall make appointment of such office bearer for the ensuing tenure of the EC. The EC shall constitute of the following: |
| President Elect | One |
| President | One |
| Immediate Past President | One |
| Vice Presidents | Two |
| Honorary Secretary | One |
| Honorary Joint Secretary | One |
| Honorary Treasurer | One |
| Honorary Editor | One |
| Executive Committee Members | Eight |
| 2.5.1 QUORUM | Under all usual circumstances a minimum of ten members shall be required to meet the quorum. However under emergency situations a minimum of five members shall make the quorum. |
Notwithstanding anything contained in these rules the EC shall have the power to co-opt on its body such persons who in the opinion of the EC are considered useful for promotion of the aims and activities of the RSSDI. The co-opted member to EC shall have no right to vote.

Provided that the number of co-opted members shall not be greater than one third of the total number of elected members of the Executive Committee.

### 2.5.2 ELECTION OF EXECUTIVE COMMITTEE

i. Tenure of the President Elect shall be one RSSDI year. At the end of the one year period, the “President Elect” shall be designated as the “President” for a period of one year. The “President” shall, after a period of one year, be designated as “immediate Past-President” for a period of one year.

ii. Tenure of the two Vice Presidents, the Honorary Secretary, the Honorary Joint Secretary, the Honorary Treasurer and the eight EC members shall be three RSSDI years.

iii. The Headquarters of the RSSDI shall be at the place where the Honorary Secretary and Honorary Treasurer reside. Accordingly these two office bearers shall be from one place of residence.

iv. The President Elect, the Vice Presidents, Honorary Secretary, Honorary Treasurer and four executive committee members shall be elected on an all India basis.

v. The remaining four EC members shall be elected one from each zone (North, South, West and East).

vi. Honorary Joint Secretary shall be nominated by the President in due consultation with the EC.

### 2.5.3 ELIGIBILITY

To get elected to the EC, one shall be a member of the RSSDI for at least five years. For the posts of the President Elect, the Vice President, the Honorary Secretary or the Honorary Treasurer, a candidate should have held an elected position in the EC for three years. Provided that no member shall be eligible to hold the post of President / President elect, unless such member has served on the Executive Committee for at least two terms. No EC member shall serve on the Executive committee for more than three terms or nine years. However, in calculating the above period of three terms or nine years the period of time served as President / President Elect shall not be included.

### 2.5.4 POWERS OF THE EXECUTIVE COMMITTEE

The management of the RSSDI shall be vested in the office bearers and members of EC. The Honorary Secretary arranges for the meeting of the EC with the permission of the President. There shall be at least three meetings in a year. Two during the annual scientific meeting. The first meeting is of the outgoing EC, and the second meeting shall be of the incoming. There shall be a third meeting anytime and at a place convenient
to all within the year. There shall be at least four weeks notice for this meeting.

Any EC member requiring travel assistance shall be entitled to Air Fare to and fro by economy class for attending the third meeting (and any other emergency meeting).

Meeting of the EC conducted during meetings, conferences or activities organized by pharmaceutical firms or organizations engaged in profitable business with regards to health care products, should be totally independent and discrete.

The Honorary Secretary shall convene a special meeting of the EC upon a requisition in writing signed by not less than five members of the EC on a specific agenda. If the meeting cannot be arranged physically the Honorary Secretary shall consult the members either by phone, fax or telegram and carry on the business on the agenda submitted for a special meeting. These measures of communication shall only be adopted in situations of extreme urgency.

Any emergency decision to be undertaken may be done so by the Honorary Secretary under the directions in due consultation with other EC members through mail.

Without prejudice to the general powers hereby conferred, the EC shall have the following powers.

i. To acquire by purchase, lease or otherwise for the RSSDI any property, rights or privileges which the RSSDI is authorized to acquire at such price and generally on such terms and conditions as they may be fit for the purpose.

ii. To enter into all such negotiations, contracts and executes in relation to any of the properties, rights and privileges for the purposes of the RSSDI.

iii. To borrow or secure the payment of any sum or sums of money for the purposes of the RSSDI.

iv. To institute, conduct, defend, compound or abandon any legal proceedings by or against the RSSDI or otherwise concerning the affairs of the RSSDI and to compound and all time for payment or satisfaction of any debts due and of any claims or demands by or against the RSSDI.

v. To refer claims or demands by or against the RSSDI to arbitration and observe and perform the award.

vi. To make and give receipts, releases and other discharges for money and all and any other materials, articles and things that may be relevant for the RSSDI.

vii. To incur all necessary expenses for the maintenance and carrying out of
the objects and intentions of these rules and memorandum of the RSSDI.

viii. To appoint and at their discretion remove or suspend such managers, clerks, agents and attendants for permanent, temporary or special services as they may from time to time think fit, and to determine their powers and duties and fix their salaries or emoluments and to require security in such instances and to such amount as they may think fit.

ix. To constitute Scientific Committee, Credential Committee, Award Committee, Disciplinary Committee, Fund raising Committee, Election Committee, Editorial Committee and any other committee that may be deemed necessary from time to time from amongst the RSSDI members. The chairperson of any such committee shall be a member of the EC. The Honorary Secretary shall be the Secretary of all the committees. Such Committee may co-opt any member considered necessary for its activity from the EC, GB or both. The deliberations and recommendations of such committees shall be communicated through the Honorary Secretary to the EC for approval, action or implementation. President shall normally preside over all such committees. No person shall be made a member to any such committee where he is supposed to be an applicant or beneficiary except Scientific and Editorial Committee. These committees shall function for only one RSSDI year. The Scientific Committee, so nominated, shall choose its own Chairman and shall prepare the academic agenda for the year including the annual scientific meeting of the corresponding year. Honorary Editor shall be ex-officio member to the Scientific Committee.

ixa. The Executive Committee shall have the power to nominate an Honorary Editor of the Text Book Committee for one edition of the textbook.

Provided that the Executive Committee shall have the power to revoke such nomination at any time if the progress of work on the textbook is not satisfactory or the text book has not been published within the deadline prescribed by the Executive Committee.

x. To revoke any of the above and/or continue the same.

xi. The property movable or immovable belonging to the RSSDI shall vest in the EC.

xii. No sale, exchange, mortgage leases or other transfer of immovable property belonging to the RSSDI shall be valid unless at least the President or one of the Vice Presidents and the Honorary Secretary shall execute the document of transfer.

| 3.1 ELECTION PROCEDURE | The Honorary Secretary shall adhere to the following calendar of events with regard to election procedure.
By July 1, invite nominations from among the members. |
By July 31, nominations for office bearers and EC duly proposed by a valid member and seconded by a valid member accompanied by candidate's consent and bio-data should reach the Honorary Secretary.

By August 15, the list of candidates contesting are distributed to the candidates.

By August 31, any withdrawals should be sent to Honorary Secretary in writing.

By September 30, the Honorary Secretary shall send by certificate of posting the list of the candidates contesting and their bio-data printed in a book-let for postal balloting by all the eligible members of the RSSDI.

By October 15, the ballot papers are returnable.

If any of the above dates is a postal holiday, the next day shall be considered as working day.

Results of the election shall be announced during annual scientific meeting, and new office bearers along with EC members installed.

Any candidate, sending bio-data, indulging in any other form of canvassing directly to members (voters) or collecting ballot papers from voters, shall be disqualified. If any candidate or member is found indulging in the same, he or she shall be debarred from the election and shall be debarred from contesting elections for next three consecutive years.

"Nothing in this clause shall prevent the Executive Committee to adopt any alternatives to a postal ballot, such as e-voting, so long as the alternative voting method chosen meets the following criteria:

a. All members are duly informed of the new voting method prior to nominations being invited.
b. The voting method does not compromise the principle of a secret ballot.
c. The voting method has been proved to be robust enough to prevent undue interference in the election procedure by unlawful means such as hacking, or identity fraud.
d. The principle of one member, one vote is not compromised.
e. The voting method does not result in any member being excluded from the election procedure.
f. There shall not any changes to the voting procedure once nominations have been called for under this clause.

However, even if the Executive Committee chooses an alternative method, if any member so chooses, it shall make available postal ballots to such member, in accordance with the above paragraphs."

3.2 BALLOT PAPERS

Should bear the signature of the Honorary Secretary or one of the members of election committee. The voting is by marking 'X' against the name of the person to be elected. The voter should not sign on the ballot paper. He puts his signature and writes his address on envelop A which contains the ballot paper. The envelop A is sealed and put in envelop B and posted. The latter
shall be pre-stamped and have self address of the RSSDI.

"Where an alternative voting method has been chosen by the Executive Committee under Clause 3.1, the procedure for casting a vote shall be in accordance with the decision of the Executive Committee and duly communicated to all members prior to nominations being invited."

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<th>3.3</th>
<th>ELECTION COMMITTEE</th>
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<td>The Election Committee shall be composed of the past president currently serving on the Executive Committee, the Secretary of the Executive Committee and any one Member of the Executive Committee / Patron as nominated by the President. If any of the Past President or the Secretary or the member of the Executive Committee/Patron are contesting the elections, then the President shall nominate any other member of the Executive Committee /Patron to take their place on the Election Committee. All the members of the Election Committee shall be returning officers. One of the returning officers shall be designated to sign the ballots. The list of successful candidates shall be signed by all the returning officers and submitted to the president. It shall be the discretion of the President to direct the payment of any allowance payable to the members of Election Committee for attending the counting of votes at a place other than the Annual General Body Meeting subject to a limit fixed by the Executive Committee.</td>
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<th>3.4</th>
<th>VACANCY ARISING OUT OF UNCONTesting</th>
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<td>Such positions may be filled in the AGBM by calling for nominations and by a process of secret ballot, if necessary, during the annual scientific meeting. Nobody gets elected in absentia.</td>
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<th>3.5</th>
<th>ELECTION DISPUTES</th>
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<td>Aggrieved candidates or parties may approach the EC and ask for arbitration. Three Patrons shall form the team of arbitrators. In the absence or refusal of an Patron, any Past President may be nominated as an arbitrator. Their decision is binding on both the parties. The Society shall not bear any expenses incurred by the aggrieved parties or candidates.</td>
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<tr>
<th>4.1</th>
<th>DUTIES AND RESPONSIBILITIES OF OFFICE BEARERS</th>
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<td>4.1.1</td>
<td>DUTIES OF PRESIDENT</td>
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<td>He or she shall preside and conduct all the meetings. Shall interpret and uphold the constitution of the RSSDI.</td>
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| 4.1.2 | DUTIES OF VICE PRESIDENT |
| According to seniority shall preside in the absence of the President and conduct the proceedings. One of the Vice Presidents may be nominated by the President to chair the Credential Committee, the Election Committee or any other newly constituted Committee. |

| 4.1.3 | DUTIES OF HONORARY SECRETARY |
| Overall is in charge of the office of the RSSDI. He is the Chief Executive. He can draw the money for day to day expenses in running the office. He is responsible for all correspondence, preparing reports, maintaining minutes of the meeting, sending notices of the meetings, conduct elections and implement policy matters of the RSSDI. He shall assist the President in conducting all meetings. He shall also accept applications for membership, grants etc. and put up the same for the approval of concerned committee. He |
shall be the Secretary of any committee that is constituted by the EC.

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<th>4.1.4 DUTIES OF HONORARY JOINT SECRETARY</th>
<th>Shall assist and carry out the duties entrusted to him by the Honorary Secretary of EC and discharge all responsibilities in the absence of the Honorary Secretary.</th>
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| 4.1.5 DUTIES OF HONORARY TREASURER     | Maintain the accounts of the RSSDI and present the account to the EC meeting and then the AGBM. Shall prepare the budget of the forthcoming year and present at before the GB during the Annual Conference.  
The Honorary Treasurer shall get the accounts audited by a Chartered Accountant, file Income Tax return on behalf of the RSSDI and present the same before the EC as well as GB for approval. |
| 4.1.6 DUTIES OF THE HONORARY EDITOR    | Shall be responsible for collection of scientific articles and their necessary scrutiny, incorporation of news and all facts relevant to the functions and activities of the RSSDI in the Journal vide clause 5.2. Shall be responsible for periodic publication of the Journal. May open and operate a separate account in a Nationalized Bank for the purpose of the Journal, the audited account of which shall be presented as detailed below. Shall be responsible to the EC and Editorial Committee. |
| 4.2 BANK ACCOUNT                       | Bank accounts shall be operated by two of the three Office bearers namely Honorary Treasurer, Honorary Secretary and President where the Honorary Treasurer has to be the mandatory operator of all such accounts. In case of the Journal it shall be Honorary Editor and Honorary Treasurer or any member of the Editorial Committee residing in the same city as that of the Honorary Editor.  
Except for impress amount all the finances should be kept in Fixed Deposit and/or savings accounts in Nationalized Banks or Nationalized Financial Institutions viz. UTI as may be deemed fit from time to time. |
| 4.3 FINANCIAL YEAR                     | Shall be as per the national fiscal year ie. April 1 to March 31 of the following year. |
| 5.1 ANNUAL SCIENTIFIC MEETING          | The president and the EC installed in the current AGBM shall organize the next annual scientific meeting a year later. Alternatively, the EC may favorably respond to any invitation for organizing the annual scientific meeting by any member of the EC or the RSSDI. In either case, the annual scientific meeting and all scientific activities of the RSSDI shall be planned and executed by the EC through the Chairman of the Scientific Committee and the Scientific Committee appointed by the EC for this purpose. The President and the local organizing committee / committees shall be responsible for all organizational work of the annual scientific meeting and other meetings and will work in full co-operation with the Scientific Committee. The organizer and the local organizing committee are obliged to submit the accounts to the RSSDI and the savings are credited to the account of the RSSDI. |
5.2 JOURNAL

The EC shall nominate one of the members with at least five years of membership as Honorary Editor to publish the Journal. The tenure of the Honorary Editor shall be three years subject to the limitation that no person may serve more than two terms as Honorary Editor.

Publication of the Journal shall be financially viable and self sustained. The Honorary Editor shall present the past year's accounts and the budget for the ensuing year in the AGBM. The EC shall form the editorial committee. The President and the Honorary Secretary shall be the ex-officio members of the editorial committee. The Journal shall be titled as 'International Journal for Diabetes in Developing Countries' and abbreviates as `IJDDC' from hence onwards for all purposes.

6A International Committee

There shall be an International Committee composed of the President, who shall be the Chairperson of the International Committee, and the president elect, the past president and the Honorary Secretary who shall all be Members of the International Committee.

6.1 DISCIPLINE

Any member of the RSSDI may be disciplined or expelled for an undesirable conduct, by the discipline committee duly approved by the EC by two third majority.

6.2 LITIGATION

The Society may sue or be sued in the name of the President within the jurisdiction of an appropriate court in the place from where the administrative office of the RSSDI is functioning at that time.

6.3 DISSOLUTION OF THE SOCIETY

The proposal for dissolution shall be considered only in the AGBM. The notice of the proposal should be given in writing to all the members four weeks before the date of AGM. Seventy five percent votes of the total membership shall be required for the resolution of dissolution to be passed. The Society shall not be dissolved even if five per cent of the members dissent. In the event of dissolution the assets of the Society shall by resolution of the AGM be transferred to one or more organizations having objectives similar to the RSSDI.