

MEMORANDUM OF ASSOCIATION OF NATIONAL BEE BOARD

PREAMBLE

Government of India, Ministry of Agriculture, Department of Agriculture and Cooperation had constituted a Committee to look into the formation of an autonomous National Beekeeping Development Board. This Committee decided (on 10.05.1999) as follows:

- i. There is need to have a National Bee-keeping Development Board (NBDB) to oversee the development of bee-keeping in the country.
- ii. Modalities need to be worked out for the formation of NBDB without any Governmental recurring costs.
- iii. The NBDB could generate a corpus fund with aid. from Government. Industry. etc.

In pursuance of the above decision, the Horticulture Commissioner, Department of Agriculture and Cooperation, Ministry of Agriculture, Government of India, Krishi Bhavan, New Delhi, issued a direction, through his letter No. 17-1 /96-Hort.IV dated 13.12.1999, to Small Farmers' Agri-business Consortium, a Society under the Government of India, Ministry of Agriculture, Department of Agriculture and Cooperation to promote/form such an organization in the form of a registered Society with participation of the farmers, bee-keeping, honey and other bee-products processing etc. It was unanimously decided to form and register a Society with participation of the farmers, bee-keepers, processors and other interested groups in the private sector. After consultation with all the interested groups and taking into consideration all the activities connected with beekeeping, honey and other bee-products processing etc. it was unanimously decided to form and register a Society in the name of National Bee Board under the Societies Registration Act, 1860 (XXI of 1860), read with Punjab Amendment Act, 1057 as applicant to the State of Delhi, with Small Farmers Agri-Business Consortium being its promoter. Further, on 13th June, 2006 the Department of Agriculture & Cooperation (DAC), Ministry of Agriculture, Govt. of India reconstituted the National Bee Board under its administrative control and the Secretary (Agriculture and Cooperation), DAC was designated as Ex- Officio Chairman of the Board and Managing Committee of National Bee Board.

1. The name of the Society is NATIONAL BEE BOARD (NBB) hereinafter called as the Board.
2. The Registered Office of the Board will be located in the State of Delhi and is presently located at B-Wing, IInd Floor, Janpath Bhawan, Janpath, New Delhi – 110001.
3. The Board may establish or promote State Bee Boards in all/major beekeeping States to coordinate the activities of the Board in respective States.

4. Aims and Objects of the Board

- i) To organize and promote bee keeping, honey and other bee products industry in the country.
- ii) To promote and regulate domestic and export market of honey and other allied products.

- iii) To maintain close liaison with Government bodies to advise them on issues concerned with beekeepers.
- iv) To seek Government assistance to promote its objectives and organize suitable training.
- v) To advise Government, farmers, and industry on matters relating to trading of bee products and development of bee keeping.
- vi) To assist beekeepers (existing and new) in raising their apiaries for which subsidies, grant, soft loans etc. shall be obtained from different Government/Semi Government and private organizations and disbursed.
- vii) To undertake programmes and projects for promotion of beekeeping for production of honey and other bee products and to increase productivity.
- viii) To promote efforts to increase productivity of crops through planned pollination.
- ix) To promote the role of honeybees as pollinators for increasing crop productivity.
- x) To promote cooperative and collective efforts among beekeepers.
- xi) To promote remunerative returns to beekeepers by planning schemes for their assistance in consultation with them.
- xii) To establish and manage training and research institutions for providing general and specialized training.
- xiii) To undertake, assist or encourage scientific, technological and economic research in beekeeping and bee product technology, including improvement of processing, quality, and techniques for grading and packaging of bee products.
- xiv) To encourage increase in consumption of bee products and carry on generic propaganda for that purpose.
- xv) To assist/guide regarding facilities for migratory bee keeping.
- xvi) To collect statistics with regard to beekeeping and bee products and publication therefore as information centre.
- xvii) To educate beekeepers for maintaining international requirements of sanitary and phyto-sanitary standards, advice on quality of bee products for export and domestic market, and to grant certificates/license, subject to such conditions as may be prescribed.
- xviii) To develop, promote and regulate trade of honey and other bee products.
- xix) To coordinate the trade promotion activities of its constituent members and grant certificates/licenses, as prescribed.

- xx) To assist in establishment of appropriate transport, warehousing/storage facilities in the country and abroad.
- xxi) To assist/run modern inspection and testing laboratories.
- xxii) To keep under review the controls on the trading of honey and to recommend to the Government regarding those controls that the Board may consider appropriate.
- xxiii) To provide common services for the benefit of traders and trading organizations and to act as a forum of trade promotion of bee products, as a self-regulatory organization.
- xxiv) To grant awards to persons and institutions for outstanding contributions in the furtherance of the objects of the Board.
- xxv) To receive subscriptions and to accept grant of money, securities, endowments and property of any kind from Central and State Government and other public or private organizations and individuals, as contributions towards the Corpus fund or any other Fund of the Board.
- xxvi) To acquire by gift, purchase, exchange, lease, hire or otherwise howsoever any property movable or immovable which may be necessary or convenient for the purpose of the Board and to build, construct, improve, alter, demolish and repair such buildings, works and constructions as may be necessary for carrying out the objects of the Board.
- xxvii) To sell, lease, exchange, and hire or otherwise transfer all or any portions of the property, movable and immovable of the Board and to give loans, grants and donations in furtherance of the objects of the Board.
- xxviii) To invest and deal with any money and securities of the Board not immediately required for any of its activities in such manner as may be provided by the rules and regulations of the Board as may be determined from time to time.
- xxix) To create Reserve Fund, Sinking Fund, Insurance Fund, Provident fund or any other special fund, whether for depreciation or for repairs, improving, extending or maintaining any of the properties or rights of the Board and/or for recoupment of wasting assets and/or benefits of the employees and for any other purpose for which the Board deems it expedient or proper to create or maintain any such fund or funds.
- xxx) To borrow and raise moneys with or without security or on the security of a mortgage charge, or hypothecation or pledge of all or any of the movable or immovable properties belonging to the Board or in any other manner whatsoever.
- xxxi) To create administrative, technical, clerical and other posts under the Board and to make appointments there to in accordance with the rules and regulations of the Board.
- xxxii) To provide for different classes of members and to prescribe their respective obligations, rights and privileges.
- xxxiii) To make Rules and Regulations and by-laws for the conduct of the affairs of the Board and to add, to amend, vary or rescind them or any part of this Memorandum from time to time.
- xxxiv) To do all such other acts and things either alone or in conjunction with other organizations or persons as the Board may consider necessary, incidental or conducive to attainment of the above said objectives.

- xxxv) To work in close cooperation and coordination with Khadi & Village Industries Commission (KVIC), State Khadi & Village Industry Boards (SKVIBs) and other Khadi & Village Industry Societies for promoting bee-keeping activities in the country.
- xxxvi) To promote and assist cooperative and other types of community based organizations for development of bee-keeping activities in the country.
- xxxvii) To assist/run modern research, inspection, testing and quality control laboratories.
- xxxviii) Identification of suitable bee species in each bee keeping regions.
- xxxix) Identification and registration of colony producers and imparting training to them for developing bee nurseries.
- xl) Registration of bee keepers and bee-keeper organizations.
- xli) To act as an appraisal agency for appraising the Annual Action Plan/Schemes/Projects to be implemented by the State Governments/UTs International Agencies, private sector and other agencies/Organizations for development of Bee keeping industry in the country. The funds will be channelized through Board to Implementing Agencies/State Governments for proper monitoring and utilization of funds.
- xlii) To frame any such rule that is required to promote bee keeping activities in the country.

5. The income and property of the Board howsoever derived, shall be applied to the promotion of the aims and objects thereof and no portion of it shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to the members of the society provided that nothing herein shall prevent the payment in good faith of honorarium or remuneration to any member of the Board or other persons in return for any service rendered to the Board or for traveling allowance, halting allowance and other similar charges. No member of the Society shall have any personal claim on any moveable or immovable properties of the Society or make any profit, whatsoever by virtue of his Membership.

Desirous Persons

We the undersigned founder members are desirous of being formed into a Society namely "National Bee Board" for promotion' of beekeeping and industries related thereto under the Societies Registration Act, 1860, read with Punjab Amendment Act, 1957, as extended to the State of Delhi, in pursuance of this Memorandum of Association.

S. No.	Name	Addresses	Occupation	Designation
1.	Mr. G. C. Burman	Vice-Chairman & MD Dabur India Ltd.. Kaushambl. Sahibabad, Uttar Pradesh	Business	
2.	Mr. N.M. Kajriwal	Chairman - Kajriwal Enterprises, 312. World Trade Centre. Barakhamba Lane. New Delhi - 1	Business	

3.	Dr. R. K. Baisya	CEO - Emami Limited, 2E/26. Swami RamtirthNagar, Jhandewalan Extension, New Delhi - 110055	Business	
4.	Mr. Sudhir Kumar	Managing Director, Small Farmers' Agri-Business Consortium, PHD House (4th Floor). 4/2, Siri Institutional Area, Agugust Kranti Marg, Hauz Khas, New Delhi - 16	Govt. Service	
5.	Mr. Jagjit Singh	Kashmir House, G.T. Road, Doraha - 141421. Ludhiana, Punjab	Business	
6.	Mrs. Sarparveen Kaur	MD - Golden Meadows Apiaries, 193-B, Sainik Farms. New Delhi - 110062	Business	
7.	Mr. H. J. Dass	Resham Khadi Niketan Upper Cleyeland Road, Saraj. Shag pur City-812 002. Bihar	Business	
8.	Mr. Vimal Anand	Apis Natural Product Pvt. Ltd, Village Bhoglan, Near New Gram Market, Rajpura Town - 140 401, Punjab	Business	
9.	Mr. D. S. Bhullar	House No. 521. Sector 8-B. Chandigarh - 160 018	Business	

List of Chairman of NBB and Existing Chairman and Members of Managing Committee of National Bee Board (2008-2009)

S. No	Name	Addresses	Occupations	Designation
1	Shri T. Nanda Kumar (IAS).	Secretary (A & C), Department of Agriculture & Cooperation, Ministry of Agriculture, Govt. of India.	Govt. Service	Ex-Officio Chairman of Board (NBB).
2	Dr. C.V. Ananda Bose (IAS).	Additional Secretary, Department of Agriculture & Cooperation, Ministry of Agriculture, Govt. of India.	Govt. Service	Ex-Officio Vice Chairman of the Board and Chairman of the Managing Committee, NBB
3	Shri. S.K. Pattanayak (IAS).	Mission Director & Joint Secretary, National Horticulture Mission (NHM), Department of Agriculture & Cooperation, Ministry of Agriculture, Govt. of India.	Govt. Service	Member Secretary of the Managing Committee and Board.
4	Shri A.S. Lamba (IAS).	Additional Secretary & Financial Advisor, Department of Agriculture & Cooperation, Ministry of Agriculture, Govt. of India.	Govt. Service	Regular Member
5		Horticulture Commissioner Department of Agriculture & Cooperation, Ministry of Agriculture, Govt. of India	Govt. Service	Regular Member
6	Mrs. Suranjna Ray (IAS).	Managing Director, Small Farmers' Agri-Business Consortium (SFAC), Ministry of Agriculture, Govt. of India,	Govt. Service	Regular Member

		PHD House, (4 th Floor), 4/2, Siri Institutional Area, August Kranti Marg, Houz Khas, New Delhi-110016.		
7	Dr. T.P. Rajendran	ADG (PP) , ICAR, Krishi Bhawan, New Delhi-110001.	Govt. Service	Regular Member
8	Chief Executive Officer (IAS).	Khadi & Village Industries Commission, 3, Irla Road, Vile Parle West, Mumbai-400056.	Govt. Service	Regular Member
9	Chairman (IAS).	Chairman , Agriculture and Processed Food Products, Export Development Authority (APEDA), 3 rd Floor, NCUI Building, 3, Siri Institutional Area, August Kranti Marg, New Delhi-110016	Govt. Service	Regular Member
10	Managing Director (IAS).	National Horticulture Board (NHB), Ministry of Agriculture, Govt. of India 85, Institutional Area, Sector-18, Gurgaon-122015, Haryana.	Govt. Service	Nominated Member of Govt. of India.
11	Dr. R.P. Phadke	(Retd. Director), CBRTI, KVIC, Pune	Ex-Govt. Servant.	Nominated Member of Govt. of India.
12	Shri N. M. Kejriwal	Kajriwal Enterprises, W-42, Greater Kailash-II, New Delhi – 110048.	Founder Member (Business)	Elected Member
13	Shri Vimal Anand	Apis Natural Product Pvt. Ltd, Village Bhoglan, Near New Gram Market, Rajpura Town - 140 401, Punjab	Founder Member (Business)	Elected Member
14	Shri Dev Vrat Sharma	Shiv Gramoudyog Sansthan, Res.: 144, A, Pocket-A, Dilshad Garden, New Delhi – 110095.	Beekeeper (Business)	Elected Member
15	Shri Jatinder Singh	Village & Post Kandhar Garh, Tehsil-Dhuri, Distt.-Sangrur, Punjab, Pin-1472004, Mo.-09417604277,	Beekeeper (Business)	Elected Member
16	Shri Kulvinder Singh	Village- Jallowal, Post – Raipur Majri, Tehsil- Amloh, Distt. –Fateh Garh Sahib, Punjab.	Beekeeper (Business)	Elected Member
17	Vacant			Individual Category
18	Vacant			Individual Category
19	Vacant			Whole sellers/ Traders of Honey & Bee equipment Manufactures.
20	Dr. B. L. Sarswat	Executive Director , National Bee Board, Department of Agriculture & Cooperation, Ministry of Agriculture, Govt. of India, “B” wing, 2nd Floor, Janpath Bhawan, New Delhi-110001, Phone : 23719025, 23325265.	Govt. Service	Principal Executive Officer of the Board & Ex-Officio Member of Managing Committee, NBB

RULES AND REGULATIONS OF NATIONAL BEE BOARD

1. DEFINITIONS

1.1. UNLESS OTHERWISE SPECIFIED:

- (a) Board means “NATIONAL BEE BOARD”
- (b) Managing Committee means the Managing Committee of the Board constituted under these rules.
- (c) Member means a member of the Board.
- (d) Chairman means Chairman of the Board.
- (e) Vice-Chairman means Vice-Chairman of the Board
- (f) Executive Director means Executive Director of the Board and includes any person appointed and authorized to perform the duties of the Executive Director.
- (g) Member Secretary means the Member Secretary of Managing Committee and the Board.
- (h) Year means the Financial Year i.e. April to March.
- (i) Founder Member means the members for the life and who are the signatories to the Memorandum of Association of the Board. Founder Members could be a corporate body or a society or an Association of persons, or a partnership firm, or an individual.
- (j) By-laws mean any by-laws which may be made by the Managing Committee from time to time in exercise of the powers under the Rules.
- (k) “SFAC” means Small Farmers’ Agri-Business Consortium, a Society registered under the Societies Registration Act, 1860 (XXI of 1860).

2. BOARD AND ITS COMMITTEES:

2.1 The Board shall have a Managing Committee and such other committee(s) or sub-committee(s) as may be decided by the Managing Committee of the Board from time to time **(NO CHANGE)**.

2.2 *Additional Secretary, Incharge of Horticulture*, Department of Agriculture & Cooperation(DAC), Ministry of Agriculture, Government of India shall be **ex-Officio Chairman of the Managing Committee** and **Horticulture Commissioner / an Officer not below the rank of Joint Secretary**, in DAC, to be **nominated** by the DAC, Government of India will be **ex-officio Member Secretary of the Board and Managing Committee, NBB. Additional Secretary and Financial Adviser, Department of Agriculture & Cooperation, Ministry of Agriculture, Government of India**, Managing Director, SFAC, Mission Director, National Horticulture Mission/Horticulture Commissioner, DAC, Chief Executive Officer, Khadi & Village Industry Commission, Assistant Director General (PP), ICAR shall be ex-officio Members of the Managing Committee. In addition the Department of Agriculture & Cooperation, Ministry of Agriculture, Government of India shall have the powers to nominate up to two other members on the Managing Committee of the Board.

2.3 Board: *Secretary*, Department of Agriculture & Cooperation, Ministry of Agriculture, Government of India shall be ***ex-Officio Chairman of the Board*** and ***Additional Secretary, Incharge of Horticulture***, Department of Agriculture & Cooperation, Ministry of Agriculture, Government of India shall be ***ex-Officio Vice-Chairman*** of the ***Board (New Rule inserted)***.

3. MEMBER OF THE BOARD

3.1 MEMBER OF THE BOARD SHALL COMPRISE OF:

With the insertion of Rule 2.3, Rule 3.1 undergoes a change as under: -

The reconstituted Board shall comprise of –

- (a) **Secretary (A&C)**, Department of Agriculture & Cooperation(DAC), Ministry of Agriculture, Government of India who shall be the **ex-officio Chairman** of the Board;
- (b) **Additional Secretary**, Incharge of Horticulture, Department of Agriculture & Cooperation, Ministry of Agriculture, Government of India who shall be the **ex-officio Vice-Chairman** of the Board;
- (c) **Horticulture Commissioner / an Officer not below the rank of Joint Secretary**, in DAC, to be nominated by the DAC, Government of India who shall be the **ex-officio Member Secretary** of the Board;
- (d) **All Members** who shall be registered Life Members of the following categories:
 - (i) Founder Members;
 - (ii) Corporate Members;
 - (iii) Beekeeping and Honey Societies;
 - (iv) (a) Individual Bee-Keepers;
(b) Apiculture Scientists and Development Workers;
 - (v) Bee-keeping Equipment Manufacturers, Wholesalers/ Traders and Packers of Bee-products;
 - (vi) Honorary Members from any related discipline i.e. Bee-keeping, finance or legal experts;
 - (vii) Khadi & Village Industries Commission (KVIC), State Khadi & Village Industry Boards and representatives from other related state level organizations; and
 - (viii) Nominees of the Government of India and Small Farmers Agri-business Consortium (SFAC).
- (e) **Executive Director** of the Board who shall be a person appointed and authorized to perform the duties of the post.

3.2 Founder Member and Corporate Member shall pay their subscription at the prescribed rates as decided by the Managing Committee.

3.3 Members of the other categories shall pay an annual subscription as decided by the Managing Committee of the Board from time to time.

3.4 The subscription shall be payable by the different categories of members before the expiry of the financial year. Subscription for full year will be chargeable if the member acquires membership in the first half of the financial year. However, half of the yearly subscription will be chargeable if the member acquires membership in the second half of the financial year.

3.5 Honorary Members shall be exempted from the payment of subscription.

3.6 A Member shall cease to be member in the event of any of the following:

- (a) Member resigning his membership and his resignation being accepted by the Managing Committee.
- (b) Member's failure to pay yearly subscription for two consecutive years.
- (c) In a general body, the Board finding by a Two Third majority vote that the continuance of the member is against the interests of the Board.
- (d) On his death, incapacitation, insolvency or conviction for an offence involving moral turpitude.

4. MANAGING COMMITTEE:

4.1 Rule 4.1 is amended and substituted by 4.1 – Composition: The Managing Committee shall consist of **18** members apart from the **Executive Director** who will be ex-officio Member of the Managing Committee. The Committee shall comprise of the following:

- (i) **Additional Secretary, Incharge of Horticulture**, Department of Agriculture & Cooperation, Ministry of Agriculture, Government of India who shall be the **ex-officio Chairman of the Managing Committee and Vice-Chairman of the Board**.
- (ii) **Additional Secretary and Financial Adviser**, Department of Agriculture & Cooperation (DAC), Ministry of Agriculture, Government of India.
- (iii) Mission Director, National Horticulture Mission.
- (iv) Horticulture Commissioner, DAC.
- (v) Managing Director, SFAC
- (vi) Chief Executive Officer, KVIC
- (vii) Assistant Director General (PP), ICAR
- (viii) 2 other Members to be nominated by the Government of India
- (ix) **8 members** to be elected from among the Registered Members of the Board/Society.
- (x) Horticulture Commissioner / **an Officer not below the rank of Joint Secretary in DAC, to be nominated by the DAC, Government of India** who shall be the ex-officio Member Secretary of the Managing Committee and also of the Board.

4.1 (a) Elected Members of the Managing Committee:

(i) –Deleted.

(ii) Clauses (a) and (c) of Rule 4.1(a)(ii) are modified as under:

4.1 (a) (ii) – Distribution of **8** Members to be elected from among the Society of the Board will be as follows:

- (a) **Two Members** – from Founder and Corporate Members – Under this category where two Members are to be elected, all voters under this category will cast one vote and accordingly the recipients of the highest number of votes and second highest will be declared elected subject to at least one from Founder Members.
- (b) **One Member** – from Beekeeping and Honey Societies.
- (c) **Four Members** – from individual beekeepers and Scientists & Development Workers one from each zone, i.e. East, West, North and South.
- (d) **One Member** – One Member from bee-equipment manufacturers and wholesalers/traders/packers of bee products.

4.2 Functions: The Managing Committee shall exercise the following functions:

- (i) To admit Members and to fix the rates of subscription from time to time.
- (ii) To approve the Budget of the Board.
- (iii) To execute and implement such other administrative matters as delegated by the General Body of the Board.
- (iv) Laying down the Rules, Regulations and Procedures for the registration of Bee-keepers, packers, traders, processing units and exporters of bee products with the Board.
- (v) Appointment of Executive Director on such terms and conditions as it may deem fit.
- (vi) Appointment of such other officers and employees as it considers appropriate to assist the Board/Managing Committee for discharge of their duties.
- (vii) Appoint such other committee(s) or subcommittee(s) for undertaking specific jobs connected with its functions and appoint members including Chairman on such Committee(s).
- (viii) Take policy decisions for the furtherance of the objects of the Board.
- (ix) To delegate specific powers to the **Executive Director / Member Secretary** for the day to day functioning of the Board. The **Duties/ Powers of Executive Director / Member Secretary, approved in AGM , are enclosed as Annexure I A & I B.**
- (x) To authorize persons to sign cheque, receipts, contracts and all other legal and related documents on behalf of the Board.

4.3 Terms of Office of Members of the Managing Committee:

Elected members of the Managing Committee shall hold office for a period of 3 years. Provided that a member appointed under Rule 4.1 shall cease to be a member of the Managing Committee if he ceases:

- (a) to hold the office by virtue of which he was appointed / nominated; or
- (b) to represent the category from which he was elected / appointed / nominated
- (c) a member elected or appointed or nominated to fill a casual vacancy shall hold office only so long as the member whose place he fills would have been entitled to hold office if the vacancy had not occurred.

4.4 Deleted

4.5 The Managing Committee of the Board shall meet at least four times every year. The date, place and time for Managing Committee meetings shall be fixed by the Chairman or by the Member Secretary with the approval of the Chairman and in his absence the Vice-Chairman and at least clear 7 days prior to the said meeting notice thereof shall be sent to all the members of the Managing Committee. Notice to the members of the Managing Committee

shall be sent under postal certificate and non-receipt of notice by any member shall not invalidate the proceedings.

4.6 The **quorum** of the Managing Committee meetings shall be 5 (five) Members, present in person.

4.7 The Members of the Managing Committee shall serve without compensation but may be reimbursed for necessary and reasonable expenses incurred in performing their duties as members of the Managing Committee as may be approved by the Board. Normally all traveling, boarding and lodging and other expenses incurred in attending Managing Committee Meetings or other meetings shall be borne by the respective organizations/individuals except Honorary Members and/or experts specially called by the Managing Committee or any other Committee(s) or Sub-Committee(s) as special invitees.

5. GENERAL BODY

5.1 All the Members of different categories who have been admitted to the Membership of the Board and have not been disqualified as a Member shall be the members of the General Body of the Board.

5.2 **Functions of the General Body:** The General Body is required to meet at least once in every calendar year at such a time so that the gap is not more than eighteen months after the holding of the preceding Annual General Meeting. The first Annual General Body Meeting will be held within six months from the close of the first financial year. The business to be transacted at the Annual General Meeting shall be as mentioned in Rules 11 and 12. A notice of clear 21 days for convening such a meeting shall be given to the Members of the Board.

5.3 A Special General Body Meeting of the Board may be called if one-third of the total Members of the Board (refer Rule 5.1) or at least 100 Members, whichever is more, shall so desire in writing by affixing their signatures to a Common Memorandum, addressed to the Chairman of the Board, specifying the matters they propose to discuss therein. The Chairman shall then arrange to convene a Special General Body Meeting of the Board within two months of the date of receipt of such Common Memorandum.

6. CHAIRMAN

6.1 Secretary, Department of Agriculture & Cooperation, Government of India shall be ex-Officio Chairman of the Board. (Words "**Managing Committee and also of the**" have been omitted).

6.2 The Chairman, in addition to presiding over the meeting of the Board, will exercise and discharge such powers and duties of the Board as may be delegated to him by the Board and such other powers and duties as may be prescribed. (Words "**and the Managing Committee**" have been omitted).

6.3 Additional Secretary, Incharge of Horticulture, Department of Agriculture & Cooperation, Government of India shall be ex-Officio Chairman of the Managing Committee (**New Rule inserted**).

6.4 The Chairman, in addition to presiding over the meeting of the Managing Committee, will exercise and discharge such powers and duties of the Managing Committee as may be delegated to him by the Board and such other powers and duties as may be prescribed (**New Rule inserted**).

7. VICE-CHAIRMAN

7.1 Additional Secretary, Department of Agriculture & Cooperation, Ministry of Agriculture, Government of India shall be the ex-Officio Vice-Chairman of the Board.

7.2 The Vice-Chairman, in the absence of the Chairman, will preside over the meetings of the Board and will exercise and discharge such powers and duties of the Board as may be delegated to him by the Board or the Chairman of the Board. Since the Vice Chairman is the Chairman of the Managing Committee, words “and the Managing Committee” are omitted.

7.3 Deleted.

8. EXECUTIVE DIRECTOR

8.1 Executive Director who will be the Principal Executive Officer of the Board shall be an employee of the Board. The Executive Director will directly function under the control of Member Secretary. The Duties/ Powers of Executive Director / Member Secretary, approved in AGM , are enclosed as **Annexure- I A & I B**.

8.2 Executive Director will be appointed by the Managing Committee on such terms and conditions as may be considered appropriate.

9. FINANCE, ACCOUNTS AND ANNUAL REPORT

9.1 Funds: The Board will have following sources of finance:

(i) Corpus Fund, to be created by the contributions/grants/endowments received from the Central or State Governments or Local Bodies or their Boards, and Public Sector Undertakings, from Bee Industry and other Corporate and Non-Government Agencies.

(ii) Loans and other grants from the Central and State Government, international bodies and any other sources.

(iii) Membership subscription.

(iv) Fee for registration of bee-keepers / packers/ traders.

(v) Fee levied and collected in respect of certificates granted to the bee-keepers/packers/exporters.

(vi) Fee for testing quality of honey in the laboratories of the Board.

- (vii) Any collection in the form of a “Cess”, which may be notified by the Central or State Governments to be levied and collected for the purpose of the “National Bee Board”.
- (viii) Any other source of funds in furtherance of the aims and objects of the Board.

9.2 All funds of the Board, except such as may be required for current expenditure, shall be deposited in accounts opened with such scheduled banks as may be approved by the Managing Committee. Any two persons authorized by the Managing Committee shall jointly operate accounts on behalf of the Board. The funds of the Board may be invested in such securities as may be approved by the Managing Committee in accordance with provisions of Section 11 (5) of the Income Tax Act, 1961.

9.3 The Executive Director of the Society shall ensure that the books of accounts and funds of the Board are maintained and kept as per the prescribed Rules and Regulations applicable to the Board and decisions of the Board and the Managing Committee. In case of any non-compliance, he shall have the powers and the responsibility to bring the same through Member Secretary to the notice of the Board and/or the Managing Committee at the earliest.

9.4 The Executive Director shall at the end of every year prepare the accounts of the Board and shall arrange to have them audited by the Auditors appointed by the Board. The Auditors shall have access to all the books of accounts, vouchers and other documents and records and to inspect any of the offices of the Board. The audited accounts along with auditor's report thereon shall be placed before the Annual General Meeting of the Board.

9.5 The Executive Director shall, in consultation with the Chairman and in his absence, the Vice-Chairman and Member Secretary of the Managing Committee, prepare at the end of each year Annual Report on the working of the Board undertaken during the year and shall place it before the next Annual General Meeting of the Board.

10. FORMULATION OF BY-LAWS AND REGULATIONS OF THE BOARD:

The Managing Committee shall have the powers to make by-laws to facilitate the conduct of the affairs of the Board especially for the regulation of matters not covered by the above rules.

11. GENERAL BODY MEETING:

11.1 General Body Meeting of the Board shall be held every year and this will be called Annual General Meeting. Extraordinary/Special General Meeting shall be called by the Chairman on the requisition given by one third of the total members, or at least 100 members, whichever is more, through a Common Memorandum.

11.2 The main business of the Annual General Meeting shall be:

- a) To consider and approve the annual report and statement of accounts.
- b) To elect elective members of the Managing Committee. Since Additional Secretary has been given ex-Officio status of the Vice-Chairman of the Board the Words “**Vice-Chairman and**” are **omitted**.

- c) To appoint auditors and fix their remuneration.
- d) To consider and approve the budget estimates for the next financial year.
- e) Any other business with the permission of the Chairman.

11.3 An Extra-Ordinary/Special General Meeting shall include the agenda proposed by the requisitioning Members in their Common Memorandum, apart from any other Agenda.

11.4 The date, place and time for Annual General Meeting or an Extra-Ordinary/Special General Meeting shall be fixed by the Member Secretary with the approval of the Chairman, and in his absence, the Vice Chairman, and notice thereof shall be sent to all the members of the Board at least 21 clear days prior to the meeting. Annual General Meeting shall normally be held within six months from the close of the financial year. Intimation to the members of the Board regarding any General Meeting shall be sent under postal certificate and non-receipt of notice by any member shall not invalidate the proceedings.

11.5 Members of the respective Categories shall propose and elect the Elective Members of the Managing Committee from their categories.

11.6 Honorary Members can attend Annual/Extra-ordinary Special General Meetings. Additional Secretary has been given ex-Officio status of the Vice-Chairman of the Board. Hence, **the words “Every Member, except Honorary Members, shall be entitled to propose and vote for the election of the Vice-Chairman. However,”** have been omitted.

11.7 Chairman and in his absence the Vice-Chairman shall preside over all General Meetings. In case both Chairman and Vice-Chairman are not personally present at any General Meeting convened as per Rules, the Members present shall elect a Chairman to preside over that particular General Meeting

11.8 The quorum of a GENERAL BODY MEETING shall be the number of Members other than Honorary Members present in person representing not less than one fifth of the total Members or 100 Members, whichever is less.

11.9 General Body Meeting shall be adjourned after half an hour of the appointed time if the quorum is not complete. The adjourned Meeting shall be held at the same date and place after one hour, wherein the Members present at the adjourned meeting would constitute the quorum.

11.10 The General Body shall transact all business by a majority vote. The Chairman shall have and shall exercise a second or a casting vote if need be.

12. ELECTION BYE-LAWS:

12.1 Elections of the elective Members of the Managing Committee shall be governed by the following provisions (Since Additional Secretary has been given ex-Officio status of the Vice-Chairman of the Board, words “Vice Chairman and” have been omitted):.

- (a) Elected members of the Managing Committee shall be elected every 3 years i.e. the term of these members shall be 3 years (Since Additional Secretary has been given

ex-Officio status of the Vice-Chairman of the Board, words “**Vice Chairman**” and “**Office bearers and**” have been omitted).

- (b) The election and vacancies under different categories shall be notified before the Annual General Meeting.
- (c) Any member shall propose any name for such elections (refer Rule 11.5). The persons, whose names are so proposed shall have to be on the rolls of the Membership Register of the Board on the date of nomination and elections (since Rule 11.6 has undergone a change, words “**& 11.6**” have been omitted).
- (d) Proposal forms shall be mailed to the Members along with the notice for Annual General Meeting.
- (e) All nominations shall be scrutinized by the Executive Director or his representative the date and time fixed for the purpose.
- (f) There shall not be any postal ballots.
- (g) There shall not be any system of proxy voting at any Annual General Meeting or an Extra-ordinary/Special General Meeting of the Board.
- (h) The results of the election shall be formally declared before the end of the Annual General Meeting.

13. ANNUAL LIST OF MEMBERS:

Once in every year after the day on which the Annual General Meeting is held, a list members of the Managing Committee together with their addresses and occupations shall be filed with the Registrar of Societies as per provision of Section 4 of the Society Registration Act, 1860.

14. COMMON SEAL:

The Managing Committee shall provide a Common Seal of the Board which will remain in the safe custody of the Executive Director and shall never be affixed to any document except in the presence of the Chairman or Vice-Chairman or Member Secretary or in pursuance of a resolution the Managing Committee to this effect.

15. EXECUTION OF DEEDS:

All deeds, bonds and other documents and contracts made on behalf of the Board under common seal and signed by the Chairman or Vice-Chairman or **Member Secretary** or Executive Director or other person specifically authorized by the Managing Committee shall be deemed to have been duly executed.

16. LIABILITY OF THE MEMBERS:

No member of the Managing Committee or officer or auditor employed by the Board shall personally answerable or liable for an loss arising in course of discharging their duties and

responsibilities and he / she shall be indemnified unless such loss is caused by willful negligence or default or breach of trust on his / her part.

17. LEGAL PROCEEDINGS:

The Board may sue or be sued in the name of the Executive Director as per provision laid down in Section 6 of the Societies Registration Act, 1860:

18. AMENDMENTS:

18.1 Any kind of amendment in the Memorandum of Association of the Board shall be made as per provisions of Sections 12 and 12A of the Societies Registration Act, 1860.

18.2 These rules may be altered at any time by a resolution passed in this behalf by a majority of not less than two third of the votes of the Members present and voting in the Annual General Meeting and Special General Meeting of the Board called for such purpose(s).

19. DISSOLUTION OF THE BOARD:

19.1 Subject to the consent of the members of the Board, being not less than three fifths of the total members, the Board may be dissolved forthwith or at any time.

NB: - When Memorandum of Association and Rules & Regulations of National Bee Board will be printed, the explanatory notes given in clauses wherever amendments have been carried out, will not be printed.

Delegation of Administrative and Financial Powers to the Executive Director of NBB

(A) Administrative Powers.

- I. The Executive Director is the Principal Executive Officer of the Board and shall be responsible for overall / proper functioning of the Board, implementing the Board's policies and discharge of its functions as provided under the Memorandum of Association and Rules and Regulations of the Board and the duties under these rules and the regulations framed by the Board.
- II. Subject to the provisions of these rules the Executive Director may delegate his powers under this rule to any other officer of the Board.
- III. The Executive Director shall have the power to grant leave to all officers and employees of the Board and may delegate this power to any other officer of the Board, subject to such conditions as he thinks fit.
- IV. To sanction the tours and travels of the Board's staffs .
- V. To sanction/ issue Annual Maintenance Contract (AMC) of office equipments, namely; computers, telephone, photo-copier, fax, AC, lights, etc;
- VI. To hire the services of legal Advisor/ Advocate from the approved panel of National Horticulture Board (NHB) or Govt. of India to defend the interest of the Board as per need arises;
- VII. To authorize travel agency for making arrangements for tours and travels of officials of National Bee Board.
- VIII. Issuing sanctions of the projects approved by the Chairman, NBB/ Management Committee, NBB.
- IX. Shall keep a record of the names of members and their addresses.
- X. Contracts.- Executive Director, NBB may enter into any contract for the discharge of the functions entrusted to it under the Memorandum of Association and Rules and Regulations of NBB Provided that –
 - (a) every contract which extends over a period of more than three years or involves an expenditure in excess of rupees one lakh and
 - (b) every agreement or contract for technical collaboration or consultation services with firms or foreign Governments shall require the previous sanction of the Chairman, NBB and Department of Agriculture & Cooperation.
 - (c) Contracts shall not be binding on the Board unless they are executed by the Executive Director as per the Rules and Regulations of the NBB.
- XI. To carry out the measures in furtherance of the objects of the Board.
- XII.
 - (a) the Executive Director may make appointments to the sanctioned/ approved posts of Group 'A' posts with the approval of the Chairman of the Board;
 - (b) the Executive Director may make appointments to Group 'B' , 'C' and 'D' posts; and
 - (c) hire staff through outsourcing for effective and smooth functioning of the Board.
- XIII. Operating the accounts of the Board and making arrangements for safe custody of cash if any.
- XIV. Grant receipt on behalf of the Board for all moneys received under the Rules.
- XV. Responsibility to ensure that for carrying out the functions and duties of the Board's works in close liaison with the State Governments, Union and other agencies, institutions and authorities, such as the Indian Council of Agricultural Research, the Agricultural Universities, AICRP (HB & P) ,KVIC ,CBRTI, SKVIBs and other institutions and organizations concerned with the Beekeeping industry and avoid duplication of efforts. It shall also be the responsibility of the Executive Director to ensure that proper measures are taken to protect the interests of small farmers/Beekeepers and producers so that they may become participants in and beneficiaries of development and growth of Beekeeping industry.
- XVI. The Executive Director shall exercise administrative control over all departments and officers of the Board.
- XVII. The Executive Director shall have power to call for documents and records and to inspect or cause to be inspected accounts and places of storage or of business as may be considered necessary for discharging properly any of the function of the Board.
- XVIII. The Executive Director shall have power to require the Board or any Committee thereof to defer taking any action in pursuance of any decision taken by the Board or the Committee , as the case may be, pending a reference to the Central Government on such decision.

ANNEXURE-IA

- XIX. Where the matter has to be disposed of by the Board or a Committee thereof and decision in respect of that matter cannot wait till a meeting of the Board or the Committee, as the case may be, is held or till completion of circulation of the relevant papers among the members of the Board or the Committee, the Executive Director may take required decision himself with the approval of the Chairman if the matter requires the approval of the Board/ any committee.
- XX. Where the Executive Director takes such decision with the approval of the Chairman, shall submit the same for ratification by the Board or the Committee, as the case may be, at its next meeting: provided that if the Board or the Committee modifies or amends the decision taken by the Executive Director, such modification or amendments shall be without prejudice to the validity of any action taken before such modification or cancellation.
- XXI. Convening meetings of the General Body/ Managing Committee and the Sub-Committees and maintaining proper records of such meetings.
- XXII. To sanction overtime allowance, etc to NBB's employees.
- XXIII. To sanction /reimbursement of cost of medical treatment to NBB employees.
- XXIV. To depute employees for training.
- XXV. To accept resignation of employees.
- XXVI. To write off losses/ unserviceable articles.
- XXVII. To sanction honorarium for NBB work.
- XXVIII. To fix headquarters of any post with the approval of the Chairman.
- XXIX. To allow annual increments to regular Employees/Officers.

(B) Financial Power to incur expenditure.-

- I. To draw the salary and other allowances and also sanction of day to day expenses including conveyance charges etc. to staff and employees of NBB / petty expenses – for day to day effective and smooth functioning of the Board;
- II. To incur expenditure for contingencies, supplies and services and purchase of articles required for the maintenance and working of the office of the Board within such limits as may be laid down by the Managing Committee of the National Bee Board ;
- III. To make the payments of the Bills of telephone, fax, electricity, stationery, etc of the Board;
- IV. To sanction the meeting expenses, TA / DA of the Executive Director and other staff of the Board for official tours/ travels;
- V. Executive Director may incur such expenditure as it may think fit on carrying out various activities in the interest of overall development of beekeeping in the country and effective and smooth functioning of the Board provided for and within amounts not exceeding Rs. Five lakhs per project / activity for the projects / activities approved by Managing Committee, NBB out of the funds sanctioned by the Central Government or other Bodies as the case may be.
- VI. Sanction developmental schemes and incur expenditure on them upto a ceiling of rupees five lakhs in each case.
- VII. The re-appropriations between sub-heads and heads of expenditure may be made by the ED with the approval of the Chairman, NBB.
- VIII. Financial transactions in general. - Except as otherwise provided in these rules, the provisions of the Delegation of Financial Power Rules 1978 and the General Financial Rules 1963 of the Central Government, for the time being in force, shall, subject to such modifications or adaptations as may be made by the Board therein with the previous approval of the Chairman, NBB apply to all financial transactions of the Board.
- IX. Maintain or cause to be maintained an account of the receipt and expenditure of the Board and also the various registers that may be prescribed for the Board under the Act or these rules;
- X. Neither the Executive Director nor any officer of the Board nor any member thereof shall be personally liable under any assurances or contracts made by the Board and any liability arising under such assurances or contract shall be discharged from the moneys at the disposal of the Board.

**Delegation of Administrative and Financial Powers
to the Member Secretary (M.S.), NBB**

(A) Administrative Powers.

- I. To preside over the various meetings of NBB and exercise such powers for the conduct of the business of the NBB as may be vested in him by the Board.
- II. To sanction the tours and travels of the Executive Director.
- III. M.S., NBB shall have power to call for documents and records and to inspect or cause to be inspected accounts and places of storage or of business as may be considered necessary for discharging properly any of the function of the Board.
- IV. Issue directions as to the method of carrying out the decisions of the Board.
- V. Present an annual report on the working of the Board to the Board for approval and submit the report in the form approved by the Board to the Central Government not later than the dates specified from time to time in this behalf by the Central Government.
- VI. Report to the Chairman, NBB in all administrative matters and in discharge or such other functions as the Chairman, NBB may direct.

(B) Financial Power to incur expenditure.-

- I. To approve expenditure for purchase of articles required for the maintenance and working of the office of the Board up and above such limits of E.D.,NBB as may be laid down by the Managing Committee of the National Bee Board ;
- II. M. S. may incur such expenditure as it may think fit on carrying out various activities in the interest of overall development of beekeeping in the country and effective and smooth functioning of the Board provided for and within amounts not exceeding Rs. Eight lakhs per project / activity for the projects / activities approved by Managing Committee, NBB out of the funds sanctioned by the Central Government or other Bodies as the case may be.
- III. Sanction developmental schemes and incur expenditure on them upto a ceiling of rupees ten lakhs in each case.
- IV. Neither the Executive Director nor any officer/ M. S. of the Board nor any member thereof shall be personally liable under any assurances or contracts made by the Board and any liability arising under such assurances or contract shall be discharged from the moneys at the disposal of the Board.
- V. Expenditure on exhibitions & shows.
- VI. Printing work.
- VII. To sanction expenditure on presents/entertainment, functions, etc.
- VIII. To sanction expenditure for prizes and awards.