



NATIONAL SCHOOL OF DRAMA SOCIETY

MEMORANDUM OF ASSOCIATION & RULES AND REGULATIONS

**National School of Drama
Bahawalpur House, Bhagwandas Road,
New Delhi-110 001.**

CERTIFICATE OF REGISTRATION OF SOCIETIES
ACT XXI OF 1860

No. S/7898

of

1975

I hereby certificate that
NATIONAL SCHOOL OF DRAMA SOCIETY

has this day been registered under the Societies Registration Act,
XXI of 1860.

Given under my hand at New Delhi this 11th day of DECEMBER
One thousand nine hundred and SEVENTY FIVE Registration Fee
of Rs. 50/- paid.

Sd/-
Registrar of Societies
Delhi Administration
New Delhi

CONTENTS

Memorandum of Association 1
Rules & Regulations of National School of Drama Society 10

NATIONAL SCHOOL OF DRAMA SOCIETY

In the matter of Act XXI of 1860 being an Act for the Registration of Literary, Scientific and Charitable Societies and in the matter of "the National School of Drama Society"

MEMORANDUM OF ASSOCIATION

1. The name of the Society shall be the National School of Drama Society (hereinafter referred to as "the Society").
2. The office of the Society is at present located at Bahawalpur House, Bhagwandas Road, New Delhi. It shall be situated at New Delhi or anywhere in the Union Territory of Delhi as the Society may decide.
3. The objects for which the Society is established are:-
 - (i) to take over the administration and management of the National School of Drama & Asian Theatre Institute with all its assets of whatsoever nature and all its liabilities from the Sangeet Natak Akademi, an autonomous organisation set up by the Government of India by a Resolution dated 31.5.52 and to establish the National School of Drama and maintain and develop the said school for studies and training in dramatics in the fields of acting, direction, stage techniques and management, radio, television, children's theatre and script writing.
 - (ii) to develop suitable patterns of teaching in all branches of drama both at undergraduate and post-graduate levels so as to establish high standards of theatre education in India and for the purpose, develop liaison and association with colleges, institutions and universities.

- (iii) to constantly endeavour at raising the technical standards of Indian plays so as to make them aesthetically more satisfying and acceptable.
- (iv) to provide for undergraduate and post-graduate teaching in the art and craft of drama and its allied subjects thus ensuring promotion of drama and outflow of trained personnel and teachers for the future needs of the country in the field of drama.
- (v) to conduct and promote research in classical, traditional and modern drama in India and abroad and to collect valuable material and forms in theatre production and education.
- (vi) to organize and conduct short-term and refresher courses, summer schools and such other courses and like and invite experts and research scholars from within the country and abroad for delivering lectures and/or developing research and to pay them such remuneration as may be appropriate.
- (vii) to arrange lectures, seminars, symposia, meetings, conferences and exhibitions relating to drama and performing arts.
- (viii) to establish and cause to be established and maintain a repertory company or its branches, regional schools, centres for practical training of the students and to promote and facilitate dramatic art in the country.
- (ix) to produce, direct and perform plays before the public as part of training and for promotion of School's objectives.
- (x) to invite actors, directors, playwrights, technicians from within the country and abroad to assist, direct

and produce plays, organize exhibitions and to prepare any other educational material.

- (xi) to undertake translation and publication of plays in Hindi and other regional languages from Indian and foreign languages and vice versa suitable for play production.
- (xii) to fix, demand and receive fees and other charges.
- (xiii) to hold examinations and grant diplomas, certificates and other academic distinctions or titles.
- (xiv) to institute and award Fellowships, Scholarships, prizes, medals, financial and other assistances with a view to promoting interest in studies and research in drama.
- (xv) to establish and maintain a library of books, pamphlets, newspapers, periodicals, microfilms, still photographs, motion pictures, sound recordings and other material relevant to training in the field of drama and the performing arts and to print, publish, and exhibit any book, magazine, periodical, monograph, posters, papers, photographs incorporating the results of the studies made by the School and/or by other scholars working in the field of drama.
- (xvi) to assist, co-operate, associate and collaborate itself with the efforts of other academic bodies, Governmental or non-Governmental in similar activities in India and abroad with a view to further the aims and objectives of the Society.
- (xvii) to foster cultural and academic contacts within India as well as with other countries through exchange of personnel and research materials;

thus facilitating foreign visits by students and research scholars to attend seminars, to undertake studies and research.

- (xviii) to create and institute teaching, technical, research, administrative, ministerial and such other posts, as may be necessary and to make appointments thereto in accordance with the Rules and Regulations of the Society provided that posts, the maximum pay of which exceeds Rs. 2,000/- per month, may be created and filled only with the approval of the Central Government.
- (xix) to establish, maintain and manage halls and hostels for residence of students, scholars, etc.
- (xx) to supervise and control the residents of halls and hostels and regulate the discipline among the students of the School; and to make arrangements for promoting their health, general welfare and corporate life.
- (xxi) with the prior approval of the Central Government to make Rules and Regulations for the conduct of the affairs of the School and to add, amend, vary or rescind the same from time to time.
- (xxii) to obtain or accept grants, subscriptions, donations, gifts, bequests, benefactions, transfers of properties both movable and immovable from Governments or from any persons or organisations for the purpose of the Society.
- (xxiii) to maintain a fund to which shall be credited:
 - (a) all moneys provided by the Central Government
 - (b) all fees and other charges received by the Society

- (c) all moneys received by the Society by way of grants, gifts, donations, benefactions, bequests or transfers and proceeds from sale of tickets
- (d) all moneys received by the Society in any other manner or from any other source.
- (xxiv) to deposit all moneys credited to the Fund in such banks or to invest and deal with moneys of the Society not immediately required for any of its objects in such manner as may be provided under the rules made by the Society as may from time to time be determined.
- (xxv) to draw, make, accept, endorse and discount cheques, notes, or other negotiable instruments and for this purpose, to sign, execute and deliver such assurances and deeds as may be necessary for the purpose of the Society.
- (xxvi) to pay out of the funds belonging to the Society or out of any particular part of such funds, the expenses incurred by the Society from time to time including all expenses incidental to the formation of the Society and management and administration of any of the foregoing objects including all rents, rates, taxes, outgoings and salaries of the employees.
- (xxvii) (a) to give gratuities or charitable aid to the staff and other employees or ex-employees of the Society or to their wives, children or their other dependents.

(b) to make payment towards insurance and to form and contribute to Provident and Benefit Funds for the benefit of persons employed by the Society or the wives, children or other relatives or dependents of such persons.

- (c) to acquire, hold, mortgage and dispose of any property in any manner whatsoever for the purpose of the Society, provided that the prior approval of the Central Government is obtained in case of acquisition or disposal of immovable property.
- (d) to deal with any property belonging to or vested in the Society in such manner as the Society may deem fit for advancing the functions of the school.
- (e) to borrow and raise moneys with the prior approval of the Central Government with or without security or on the security of any Mortgage Charge or Hypothecation or Pledge over all or any of the immovable properties belonging to the Society or in any other manner whatsoever for the purposes of the Society.
- (f) to build, construct and maintain houses, hostels, or other buildings and alter, extend, improve, repair, enlarge, or modify including any existing building and to provide and equip the same with light, water, drainage, furniture and other things for the use of which such buildings are to be put or held in connection with objects of the Society.
- (g) to construct or otherwise acquire, layout, repair, extend, alter, enlarge, improve and use any land, recreation or play grounds, parks and any other immovable property belonging to or held by the Society.
- (xxviii) to appoint committees or sub-committees as it may be deemed fit to carry out the objects of the Society. The Society shall have the power to set guidelines for the proper functioning of the

Academic Council, committees or sub-committees and to issue directives to the Academic Council and/or committees.

- (xxix) to delegate any or all its powers to any of the committees or sub-committees constituted by it.
- (xxx) to do all such lawful acts and things whether incidental to the powers aforesaid or not, as may be requisite in order to further the objects of the Society as a School of study/training and research.

4. The names, addresses and occupations of the first members of the Society to whom by the Rules and Regulations of the Society the management of its affairs is entrusted are:

Name	Occupation	Address	Status
Shri K.P.S. Menon	Retired Govt. servant	Chairman, Sangeet Natak Akademi, New Delhi	Chairman
Shri S.M.H. Burney	Govt. Service	Secretary, Min. of I & B., New Delhi	Member
Dr. (Smt.) Kapila Vatsyayan	-do-	Joint Educational Adviser, Dept. of Culture, New Delhi	Member
Shri Balwant Gargi	-do-	Head of the Dept. of Indian Theatre, Punjab University, Chandigarh	Member
Shri Tapas Sen	Free lancer	26-H, Naktala Lane Calcutta	Member
Shri P Somasekharan	Service	Sangeet Natak Akademi, New Delhi	Member

Shri E. Alkazi	Service	Director, National School of Drama Bahawalpur House, Bhagwandas Road, New Delhi	Member Secretary
----------------	---------	---	---------------------

5. A copy of the Rules and Regulations of the Society certified to be a correct copy by three members of the Society is filed alongwith the Memorandum of Association.

We, the several persons whose names and addresses are given below, having associated ourselves for the purpose described in this Memorandum of Association, do hereby subscribe our names to this Memorandum of Association and set our several and respective hands hereunto and form ourselves into a Society under Act XXI of 1860, this day of 11th December, 1975.

Name	Address	Signature	Attested
Shri K.P.S. Menon	Chairman, Sangeet Natak Akademi, Rabindra Bhavan, New Delhi	Sd/- K.P.S. Menon	Sd/- (Miss) Kamla Nair, Deputy Educational Adviser, Dept. of Culture, Govt. of India, New Delhi
Shri S.M.H Burney	Secretary, Ministry of Information & Broadcasting, New Delhi	Sd/- S.M.H. Burney	Sd/- R.N. Malik, Dy. Secretary, Ministry of Information & Broadcasting
Dr. (Smt) Kapila Vatsyayan	Joint Educational Adviser, Dept. of Culture, New Delhi	Sd/- Dr. (Smt.) Kapila Vatsyayan	Sd/- J.M. Gugnani Asstt. Educational Adviser, Dept. of Culture, Govt. of India
Shri Balwant Gargi	Head of the Dept. of Indian Theatre, Punjab University Chandigarh	Sd/- Balwant Gargi	Sd/- G.K. Verma, Lecturer, Dept. of Indian Theatre, Punjab University

Name	Address	Signature	Attested
Shri Tapas Sen	26-H, Naktala Lane, Calcutta	Sd/- Tapas Sen	Sd/- J.M. Gugnani, Asstt. Educational Adviser, Dept. of Culture, Govt. of India
Shri P. Somasekharan	Sangeet Natak Akademi, Rabindra Bhavan, New Delhi	Sd/- P. Soma- sekharan	Sd/- J.M. Gugnani, Asstt. Educational Adviser, Dept. of Culture, Govt. of India
Shri E. Alkazi	Director, National School of Drama, Bahawalpur House, New Delhi	Sd/- E. Alkazi	Sd/- J.M. Gugnani, Asstt. Educational Adviser, Dept. of Culture, Govt. of India

RULES AND REGULATIONS OF NATIONAL SCHOOL OF DRAMA SOCIETY

1. SHORT TITLE

These Rules and Regulations may be called “Rules and Regulations of the National School of Drama Society”.

2. DEFINITION

In these Rules and Regulations, unless the context otherwise requires :

- (i) “the Society” shall mean the National School of Drama Society
- (ii) “the School” shall mean the National School of Drama
- (iii) “the Chairman” shall mean the Chairman of the Society; “Vice-Chairman” shall mean the Vice-Chairman of the Society
- (iv) “the Director” shall mean the Director of the School

3. AUTHORITIES OF THE SOCIETY

The following shall be the authorities of the Society, namely:

- (i) Society
- (ii) Academic Council
- (iii) Finance Committee
- (iv) Any other Standing Committee or committees or sub-committees which the Chairman or the Society may set up for discharging of any one or more of their functions.

4. MEMBERS OF THE SOCIETY

- (a) The Society shall consist of the following members:

- (i) Chairman : Chairman to be appointed by the President of India.
- (ii) Financial Adviser : Financial Adviser, to be appointed by the Govt. of India.
- (iii) Two theatre experts, one to be nominated by the Executive Board of the Sangeet Natak Akademi and one by Society of the National School of Drama from amongst a panel of names drawn up by Academic Council of the School.
(Amendment approved by Govt. of India Dept. of Culture, vide their letter No. F. 17-25/87-CH.4 dated 21.3.88).
- (iv) One representative of the Dept. of Culture to be nominated by the Govt. of India
- (v) One representative of the Ministry of Information and Broadcasting
- (vi) Director, Film and T.V. Institute
- (vii) Four members nominated by the Central Government in the following manner :
 - (a) One dramatist of repute to be nominated in consultation with the Chairman of the Sahitya Akademi and the Director of the School
 - (b) One expert in T.V. to be nominated in consultation with the Ministry of Information and Broadcasting
 - (c) Two eminent persons in the field of culture to be nominated in consultation with the Chairman of the Society and the Director of the School.

- (viii) One representative of the teaching staff of the National School of Drama
 - (ix) One member from among the past graduates of the School (Alumni) to be co-opted by the Society members.
 - (x) Director, National School of Drama will be ex-officio member-Secretary of the Society.
- (b) Vice-Chairman shall be elected by the Society from amongst its members and his term will be four years or up to the date of his membership of the Society, whichever is earlier.

5. ROLL OF MEMBERS

The Society shall keep a Roll of Members and every member of the Society shall sign the Roll and state therein his name, occupation and address. No person shall be deemed to be a member or be entitled to exercise any of the rights and privileges of a member unless he has signed the Roll as aforesaid.

If a member of the Society changes his address, he shall notify his new address to the member-Secretary who shall thereupon enter his new address in the Roll of Members. But if he fails to notify his new address, the address in the Roll of Members shall be deemed to be his address.

6. DURATION OF MEMBERSHIP

- (i) Where a person becomes a member of the Society by reason of the office or appointment he holds, his membership of the Society shall terminate when he ceases to hold that office or appointment. Other members shall hold office for four years unless the authority which nominates, appoints, elects, or co-opts them terminates their membership earlier, which they will have power to do. This will also apply to

the membership of the Finance Committee & Academic Council as also to any other Standing Committee or Sub-Committee which the Chairman or Society may set up for discharging of any one or more of their functions.

- (ii) Should any person who is a member of the Society by reason of the office or appointment he holds, be prevented from attending any meeting of the Society, he shall be at liberty to appoint and authorise a representative to take his place at that meeting of the Society and such representative shall have all the rights and privileges of a member of the Society for that meeting only.
7. All outgoing members other than ex-officio members shall be eligible for re-appointment. The outgoing Vice-Chairman shall be eligible for further election to that office.
8. A member of the Society other than an ex-officio member shall cease to be such member, if
- (i) he/she resigns, becomes of unsound mind, becomes insolvent or be convicted of an offence involving moral turpitude
 - or
 - (ii) he/she does not attend three consecutive meetings of the Society without obtaining leave of absence from the Chairman
 - (iii) he/she other than the Director and representative of the teaching staff accepts a full time appointment in the Society

A resignation of membership of the Society shall be tendered to the Chairman and shall take effect only after it has been accepted on behalf of the Society by the Chairman or the Vice-Chairman. The resignation of

the Vice-Chairman from his office shall be tendered to the Chairman. Any vacancy in the membership of the Society caused by any of the reasons mentioned above may be filled up by the authority appointing such member and the person appointed in the vacancy shall hold office only up to the date up to which the member in whose place he/she is appointed would have held office if it had not been vacated as aforesaid.

- 10 The Society shall function notwithstanding any vacancy and notwithstanding any defect in the appointment or nomination of any of its members, and no act or proceeding of the Society shall be invalid merely by reason of the existence of any vacancy therein or of any defect in the appointment or nomination of its members.

11. MEETINGS

- (i) Meeting of the Society shall be held at such time, date and place as may be determined by the Chairman, provided that there shall not be a gap exceeding four calendar months between meetings.
 - (ii) The Chairman may convene a special meeting of the Society whenever he thinks fit, provided that the Chairman shall call a meeting of the Society upon a written requisition of not less than five (5) members specifying the object for which the meeting is to be called.
 - (iii) The power of the Chairman under this rule may, in his absence, be discharged by the Vice-Chairman.
12. Except as otherwise provided in these Rules all meetings of the Society shall be called by notice under the signature of the Director, who will be ex-officio Member-Secretary of the Society.
13. Every notice calling a meeting of the Society shall state the date, time and place at which such meeting will be

held and shall be served upon every member of the Society not less than 21 clear days before the day appointed for the meeting. Provided that the Chairman may, for reasons to be recorded, call a special meeting on such shorter notice as he may think fit.

14. (i) If the Chairman is not present at any meeting of the Society, the Vice-Chairman shall preside over the said meeting.
(ii) In the absence of the Chairman and Vice-Chairman every meeting of the Society shall be presided over by a member chosen by the members present on the occasion.
15. Five members of the Society present in person shall form a quorum at every meeting of the Society.
16. All disputed questions at meetings of the Society shall be determined by vote. Every member of the Society including the member presiding, shall have one vote and in the event of equality of votes on any question to be determined by the Society, the member presiding shall have an additional or casting vote.
17. Any business which it may be necessary for the Society to perform may be carried out by circulation of the draft resolution amongst all the members and any resolution so circulated and approved by majority of the members by affixing their signatures thereto shall be as effectual and binding as if such resolution had been passed at a meeting of the Society.
18. (i) The Chairman may refer any question, which in his opinion, is of sufficient importance to justify such a reference, for the decision of the Central Government and such decision shall be binding on the Society.

- (ii) The Chairman may invite any person or persons to attend any meeting of the Society and to participate in the deliberation of the Society provided that no such person shall have a right to vote on any matter at any meeting.

19. BYE-LAWS

- (i) The Society shall have power to make and frame bye-laws not inconsistent with the Memorandum of Association and Rules and Regulations of the Society and to add, alter, amend and rescind the same from time to time for the administration and management of the affairs of the Society.
- (ii) Without prejudice to the generality of the foregoing provisions, such bye-laws may provide for the following matters :
 - (a) The preparation and sanction of budget estimates, the sanctioning of expenditure, making and execution of contracts, the investment of the funds of the Society and the sale or alteration of such investment, and account and audit.
 - (b) Powers, functions and conduct of business by Advisory Boards or Committees, Standing and other Committees, as may be constituted from time to time, and the terms of office of their members.
 - (c) Procedure for appointment of the teaching, technical members, administrative and ministerial staff of the Society.
 - (d) The terms and tenure of appointments, emoluments, allowances, rules of discipline and other conditions of service of the employees of the Society.

- (e) Terms and conditions governing scholarships, fellowships, refresher and short-term courses, summer and other schools, centres, research schemes and projects, Library, Repertory Companies, Workshop, Halls and Hotels, Laboratory, Stores and Costumes and Properties section.
 - (f) Preparation of programmes, research schemes and projects of the Society.
 - (g) Preparation of Annual Report and Statement of Accounts.
 - (h) Such other matters as may be necessary for the furtherance of the objectives and the proper administration of the affairs of the Society and School.
 - (i) Production and performances of plays, exhibitions, translations, publications, festivals, convocations, other functions, etc.
 - (j) Terms of allowances and other conditions of the members of the Society, other guest artistes and other visitors.
 - (k) Establishment and management of funds, grant of advances, etc.
 - (l) Welfare of officers and staff of the Society and the School.
20. Subject to these Rules and Regulations, the Society or any other person or body whom the Society may authorise in this behalf shall have the power to appoint all categories of officers and staff for conducting the affairs of the Society and the School, to fix the amount of their remuneration subject to budget provision and to define their duties.

21. The Society may delegate to the Director of the School or any of its members and/or any other employees of the Society such administrative and financial powers and impose such duties as it deems proper and also prescribe limitations within which the said powers and duties are to be exercised or discharged.
22. The accidental omission to give notice of any meetings of the Society to or the non-receipt of a notice by any person entitled to receive such notice shall not invalidate the proceedings of that meeting.

POWERS OF THE CHAIRMAN

23. The Society may by resolution delegate to its Chairman such of its powers for the conduct of business as it may deem fit, subject to the condition that the action taken by the Chairman under the powers so delegated shall be reported for information at the next meeting of the Society.
24. The Chairman, may in writing, delegate such of his powers as may be necessary to any of the other members of the Society or any other employees of the Society.

FUNCTIONS AND POWERS OF THE DIRECTOR

25. The Director of the School shall be appointed by the Society with prior approval of the Central Government on such terms and conditions as may be approved by the Central Government provided that the first Director shall be appointed by the Central Government for such period and on such terms and conditions as the Central Government may deem fit and proper.
26. Subject to any direction that may be given by the Society, the Director shall be the principal executive officer of the

Society. He shall be responsible for the proper administration of the affairs of the Society and the School under the direction and guidance of the Chairman and for the preparation of accounts and budget of the Society.

Provided that the Director may with the concurrence of the Society delegate any of his powers and functions to any other officer or authority appointed or established under these Rules.

27. (i) The Director shall under the direction of the Chairman, convene, whenever necessary, meetings of the Society and of any committee or sub-committee thereof.
- (ii) The Director shall keep or cause to be kept proper records and minutes of the proceedings of the meetings of the Society and send copies thereof to the Central Government. The Director will do every thing necessary to give effect to the resolution passed by the Society and any committee or sub-committee thereof. The Director shall keep or cause to be kept all records of the Society at its office or at any other place to be determined by the Society.
- (iii) The Director shall or any member of the Society, if so authorised by a resolution passed in that behalf by the Society, may execute all contracts, deeds and other instruments on behalf of the Society.
- (iv) For the purpose of Section 6 of the Societies Registration Act (XXI of 1860), the Director shall be considered the Principal Secretary of the Society and the Society may sue or be sued in the name of the Director of the School.
- (v) The receipt of the Director or the person duly authorised in this behalf by the Society or School for any moneys paid into the School shall be sufficient discharge for the same.

28. (i) The Director shall, in all matters under his charge, have the powers and duties assigned to him in these Rules and Regulations and the Bye-laws that may be framed or such powers and duties as may be delegated to him by the Society.
- (ii) Being the principal Secretary of the Society and the Director of the School, the Director shall, if he so considers that an emergency has arisen requiring immediate action as regards the affairs of the Society or the School take such action as he deems fit and shall report the same for confirmation to the authority which in the ordinary course would have dealt with the matter. Provided that if the action taken by the Director is not approved by that authority he may refer the matter to the Chairman of the Society whose decision thereon shall be final.
29. The Director shall prescribe the duties of all employees of the Society and shall exercise such supervision and disciplinary control as may be necessary subject to the Rules and Bye-laws that may be framed.
30. It shall be the duty of the Director to co-ordinate and exercise general supervision over all academic, research, training, refresher, short-term courses, seminars, schools and other activities under the Society.

FINANCIAL ADVISER

31. The Financial Adviser appointed by the Government of India will be the Financial Adviser of the Society.
32. The Financial Adviser shall generally advise the Society in all matters relating to the management of the properties and investments of the Society, preparation of the annual estimates and statements of accounts and the expenditure of funds for the purpose for which they have been granted or allotted.

FINANCE COMMITTEE

33. The Financial Committee shall consist of the following members
- (i) Financial Adviser —
The Financial Adviser will be the Chairman of the Committee
 - (ii) One nominee of the Government of India not necessarily from amongst the members of the Society
 - (iii) Two members of the Society
 - (iv) Director
34. (i) The Finance Committee shall have the following duties :
- (a) to scrutinise the accounts and budget estimates of the Society and to make recommendations to the Society
 - (b) to consider and make recommendations to the Society on proposals for new expenditure on account of major works and purchases which shall be referred to the Finance Committee for opinion before they are considered by the Society.
 - (c) to review the finances of the Society from time to time and have audit conducted wherever necessary
 - (d) to scrutinise re-appropriation statements and audit notes and make recommendations thereon to the Society
 - (e) to give advice and make recommendations to the Society on any other financial question affecting the affairs of the Society.

- (f) to fix limits for recurring and non-recurring expenditure for the year.
- (ii) No expenditure other than what has been provided for in the budget shall be incurred by the Society without the prior approval of the Finance Committee.

ACADEMIC COUNCIL

35. The Society shall appoint an Academic Council. It will consist of the following 11 members:

- (i) Director Chairman
- (ii) Four active theatre experts Nominated by the Society.
- (iii) One ex-student other than a Society member Nominated by the Society
- (iv) Three teachers to be nominated by the faculty for a period of two years from three major subject heads (i.e. Stage Craft, Dramatic Literature and Acting)

The nomination would be done by the teachers from within their respective subject groups. Provided further that no teacher so nominated shall serve for more than two successive terms.

Also provided that the same principle be applied in the event of expansion of departments and additional representatives included in the Academic Council accordingly. (Amendment approved by Govt. vide their letter No. F. 17-3/84-CH.4 dated 29.2.84.)

- (v) One student representative by rotation for one year.
- (vi) One educationist to be nominated by the Society.

36. The Academic Council shall have the following duties:
- (i) to frame and revise curricula and syllabi for the courses of studies of the School
 - (ii) to make arrangements for the conduct of examinations; appoint examiners, moderators, tabulators, etc. and declaration of results
 - (iii) to confer or grant diplomas/certificates, academic distinctions or titles and their withdrawal
 - (iv) to grant scholarships, fellowships and other awards
 - (v) such other matters as may be necessary for the furtherance of the objectives and academic matters of the school.

ACCOUNTS AND AUDIT

37. (i) The Society shall maintain proper accounts and other relevant records and prepare an annual statement of accounts including the balance sheet in such form as may be prescribed by the Central Government.
- (ii) The Accounts of the Society shall be audited annually in such manner as the Central Government may direct and any expenditure incurred in connection with the audit of the accounts of the Society, shall be payable by the Society.
- (iii) The accounts of the Society as certified by the Auditors together with the Audited Report thereon shall be forwarded annually to the Central Government for placing the audit report along with the annual report [Rule 19 (ii) (g)] both in English and Hindi on the table of Parliament within 9 months of the close of the accounting year.

MISCELLANEOUS

38. (i) The studies, research and training programmes conducted by the School shall be open to persons of either sex and of whatever race, religion, creed, caste or class and no test or condition shall be imposed as to religious belief or profession in admitting or appointing members, teaching, administrative and technical staff, students and research workers or in any other connection whatsoever.
- (ii) No benefaction shall be accepted by the Society which in its opinion, involves conditions or obligations opposed to the spirit and objects of the Society.
- (iii) The Society shall reserve such number of seats as may be prescribed by the Central Government in various courses of study conducted by the Society for the members of the Scheduled Castes, Scheduled Tribes and for foreign nationals.
39. The Central Government may appoint one or more persons to review the work and progress of the Society and the School and to hold enquiries into the affairs thereof and to report thereon, in such manner as the Central Government may stipulate. Upon receipt of any such report and the comments of the Society or the School thereon, the Central Government may take such action and issue such directions as it may consider necessary in respect of any of the matters dealt with in the report and the said directions should be binding on the Society or the School, as the case may be.
40. The Central Government may issue such directions to the Society or the School as it may consider necessary for the furtherance of the objectives of the Society or the School and for ensuring their proper and effective functioning and the Society or the School, as the case

may be, will carry out such directions.

41. The income and property of the Society, however, derived, shall be applied towards the promotion of objectives thereof as set forth in the Memorandum of Association, subject to such conditions or limitations as the Central Government, may from time to time, impose. No part of the income and property of the Society shall be paid or transferred directly or indirectly, by way of dividends, bonus, or otherwise, howsoever, by way of profit, to the persons who are, or any time have been members of that Society or to any of them or to any persons claiming through them or to any of them provided that nothing herein contained shall prevent the payment, in good faith, of remuneration to any member thereof or other person in return for any service rendered to the Society or for travelling allowances, halting or other similar charges.
42. The Bankers of the Society shall be any Scheduled Bank. All funds shall be paid into the Society's account with the Bank and shall not be withdrawn except through a cheque signed and countersigned by such officers as may be duly empowered in this behalf by the Society.

AMENDMENTS OF RULES AND REGULATIONS

43. Subject to the provisions of the Societies Registration Act XXI of 1860, the Society may alter or extend the purpose for which it is established with the previous concurrence of the Central Government.
44. The Rules and Regulations of the Society may be altered at any time with the sanction of the Central Government by a Resolution passed by a majority of the members of the Society present at any meeting of the Society duly convened and held for the purpose.

45. The Society may be dissolved in accordance with the provisions of Section 13 of the Societies Registration Act XXI of 1860 after obtaining the previous consent of the Central Government in that behalf.
46. (i) The property, movable and immovable, belonging to the Society, the income thereof and the general superintendence, direction, control, and administration of the affairs of the Society shall be vested in the Society who shall have power and authority to do all acts, matters, things and deeds which may be necessary or expedient for the purpose of the Society including without prejudice to the generality of the foregoing, the power to acquire and dispose of property, the power to raise loans with or without security to advance money and to make all appointments subject to any limitations that may have been imposed by or under the Memorandum of Association and Rules and Regulations of the Society.
- (ii) If upon the dissolution of the Society, there shall remain after the satisfaction of all its debts and liabilities or any property whatsoever, the same shall not be paid to or distributed among the members of the Society, but it shall be lawful for the members to determine by majority of the votes of the members present personally or by proxy at the time of dissolution of the Society that such property shall be given to the Central Government to be utilised for any of the purposes referred to in Section I of the Societies Registration Act (XXI of 1860).
47. All provisions of the Societies Registration Act (XXI of 1860) (Punjab Amendment Act, 1957), as extended to the Union Territory of Delhi, will apply to this Society.
48. Once in every year, on or before the fourteenth day succeeding the day on which according to the rules of

the Society, the annual general meeting of the Society is held or in the month of January, a list shall be filed with the Registrar of Societies of the names, addresses, occupations and designations of the governing body then entrusted with the management of the affairs of the Society.

We, the following members of the Society on this 11th day of December 1975 at New Delhi, certify that the above is a correct copy of the Rules and Regulations of the Society.

Sl. no.	Name	Designation	Signature
1.	Shri. S.M.H. Burney	Secretary, Ministry of I & B., New Delhi	Sd/- S.M.H. Burney
2.	Dr (Smt.) Kapila Vatsyayan	Joint Educational Adviser, Dept. of Culture, New Delhi	Sd/- Dr (Smt.) Kapila Vatsyayan
3.	Shri. Balwant Gargi	Head of the Dept. of Indian Theatre Punjab University, Chandigarh	Sd/- Balwant Gargi