

Procedure to followed in the decision making process, including channels of supervision and authority Article 4(1) (b) (iii) of the Right to Information Act, 2005: The procedure and decision making process of IAs is under:

GOVERNING BODY:

1. (a) Subject to the Rules and regulation and Bye-laws and orders of the Society, the affairs of the Society shall be administered, directed and controlled by a Governing Body. The Governing Body of the Society for the purposes of Act XXI of 1860 shall consist of the following:
 - (i) A Chairman who is an eminent scholar nominated by the Central Government;
 - (ii) The Director of the Institute;
 - (iii) A representative each of the Ministry of Education and Ministry of Finance, not below the rank of a Joint Secretary
 - (i) Five institutional members who are:
 - (a) Chairman, UGC
 - (b) Chairman, ICSSR
 - (c) Chairman, ICPR
 - (d) Director-General, CSIR
 - (e) Chairman, ICHRThese institutional members may be represented at the meetings by their nominees.
 - (ii) Two Vice-Chancellors, from category 3(b) (i) of the members of the Society nominated by the Central Government.
 - (iii) (a) Four persons from category 3(b) (ii) of the members of the Society nominated by the Central Government.
(b) The Vice-Chairman of the Government Body shall be nominated by the Central Government from among the members of the Governing Body.
 2. The Secretary shall be the non-member Secretary of the Governing Body.
 3. Subject as hereinafter provided, the term of office of the members shall be three years at a time.
 - * (a) The Governing Body on completion of its three years term will continue to function pending re-constitution of a new Governing Body by the Government of India.
 4. A member of the Governing Body shall cease to be a member if:
 - (a) he dies, resigns, becomes of unsound mind, becomes insolvent or is convicted of a criminal offence involving moral turpitude; or
 - (b) he does not attend three consecutive meetings of the Governing Body without proper leave of the Chairman or Vice-Chairman; or
 - (c) being a member nominated from among the Society, he ceases to be a member of the Society; or
 - (d) being a member by reason of the office or appointment he holds, ceases to
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hold that office or appointment.

5. A resignation of membership of the Governing Body shall be tendered to the Secretary in writing and shall not take effect until it has been accepted on behalf of the Institute by the President or the Vice-President.
6. Any vacancy in the membership of the Governing Body shall be filled up in accordance with the provision of Rule 25 and the person appointed in the vacancy shall hold office only for the unexpired period of the term of the member in whose place he is appointed.
7. The Governing Body shall function notwithstanding that any person who is entitled to be a member by virtue of his office is not invited as a member of the Governing Body for the time being and notwithstanding any other vacancy in its body whether by the non-appointment by the authority entitled to make the appointment or otherwise, and no act or proceedings of the Governing Body shall be invalidated merely by reason of the happening of any of the above events or of any defects in the appointment of any of its members.

PROCEEDINGS OF THE GOVERNING BODY

8. Every meeting of the Governing Body shall be presided over by the Chairman, in his absence, by the Vice-Chairman, and in the absence of both the Chairman and the Vice-Chairman, by a member chosen by the members present at the meeting to preside for the occasion. The Chairman may, in special cases, invite persons to attend any meeting in an advisory capacity and they may attend and participate in the meeting. They shall not, however, have the right to vote.
9. Five members of the Governing Body present in person shall constitute a quorum at any meeting of the Governing Body.
10. Not less than 10 clear days notice of every meeting of the Governing Body shall be given to each member of the Governing Body, provided that the Chairman and in his absence the Vice-Chairman may for reasons to be recorded call a meeting on such shorter notices as he may think fit.
11. Every notice calling a meeting of the Governing Body shall state the date, time and place at which such meeting will be held and shall, except as otherwise provided in these Rules, be under the signature of the Secretary.
12. The Governing Body shall hold at least four meetings in a year and not more than four months shall elapse between any two meetings of the Body.
For the propose of the Rule each year shall be deemed to commence on the 1st day of April and terminate on the 31st day of March of the following calendar year.
13. Each member of the Governing Body including the Chairman shall have one vote and if there shall be an equality of votes on any question the Chairman shall, in addition, have a casting vote.
14. Any business necessary for the Governing Body to transact may be carried out by the circulation amongst all the members and any resolution so circulated and approved by a majority of the members signing shall be as effectual and binding as if such Resolution had been passed at a meeting of the Governing Body provided that at least five members of the Governing Body have recorded

their views on the Resolution.

15. (i) Subject as herein mentioned in case of a difference of opinion amongst the members of the Governing Body, the opinion of the majority shall prevail.

(ii) 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 and its Governing Body.