



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 “INDIAN PEST CONTROL ASSOCIATION”
Memorandum of Association

1.0. Name:

The name of this association shall be the “**Indian Pest Control Association**” hereinafter for brevity sake, referred to as the 'IPCA'

1.1 Address:

Puribai Smruti Building, 3rd floor, 47/49, Mint Road, Bombay 400 001.

2.0 Objects:

2.1 The objects of the 'IPCA' shall be as follows:

- a. To protect and promote interests of the Commercial Pest Control Operators.
- b. To promote scientific growth of Pest Control Services, technology and quality control.
- c. To develop technical research in the methods of application of pesticides and associate closely in the national programme of increasing food production and maintenance of clean environment and hygiene in the country.
- d. To promote co-operation and exchange of information between its members
- e. To promote harmonious relationship between all members of the Association and their employees.
- f. To subscribe to become a member of or otherwise affiliate or co-operate with any other body in India or elsewhere with which the association has a common interest to establish, cooperate with, or, receive into the Association or otherwise assist any Association or, accept affiliation of any other Association having object similar to those of this Association.
- g. To keep members informed and to promote their common interest in connection with Central, State or other legislation pertaining to the industry whether enacted or proposed.



- h. To consider questions connected with the Pest Control Service activities of its members and to ascertain the view of those engaged in such matters directly or indirectly affecting the industry.
- i. To enter, into arrangement with any Govt. or Authority, whether supreme municipal, local or otherwise that may seem conducive to the Association's objects and to obtain from any such authority all rights, concessions and privileges which the Association may consider it desirable to obtain, carry out, exercise and comply.
- j. To carry out all other things incidental to an consequential upon the lawful attainment of the Objects of the Association.
- 2.2 The activities of the IPCA shall be such as to promote healthy competition, lay down standards in prices and practices and restrain members from activities contrary to objects of IPCA.
- 2.3 The 'IPCA' shall not be conducted for profit.

The names, addresses and occupation of the members of the Governing body to whom, by the rules of the Society, the Management of its affairs is entrusted.

S.No.	Name	Address	Occupation
1.	Mr. N. S. Rao President	Pest Control (India) Pvt. Ltd. Yusuf Building, M.G. Road Bombay – 400 001	Business Man
2.	Dr. A. Sarup Vice President	Pest Control Corporation 27, Bentinck Street, Calcutta – 1.	---- do ----
3.	Mr. Subhash Oberoi Secretary	Pest Control Corporation Bhatia Bldg., 203 Dr. D. N. Road Bombay – 400 001.	---- do ----
4.	Mr. H. C. Chawla Joint Secretary	Pesticide Spray Co., C-336 Defence Colony New Delhi 110 003.	---- do ----
5.	Dr. Dipak R. Shah	Pest Control (India) Pvt. Ltd. Yusuf Building, M.G. Road, Bombay – 400 001.	---- do ----
6.	Mr. V. H. Pancholi Bombay Representative	Filcco Pvt. Ltd. Sewri Fort Road Sewri (East), Bombay 400 015.	---- do ----



7.	Mr. K.P. Siganporia Bombay Representative	B.Kaikushroo & Co. 19, Bank Street, Fort, Bombay 400 001.	---- do ----
8.	Dr. A. Sarup Calcutta Representative	Pest Control Corporation 27, Bentinck Street, Calcutta – 1.	---- do ----
9.	Mr. M. Walshe Calcutta Representative	Pest Control M. Walshe Khorshed Building 14, Sir P. Mehta Road Bombay 400 001.	---- do ----
10	Mr. K. V. Gopinath Madras Representative	Pest Control Co. 16/1, Residency Road Bangalore.	---- do ----
11.	Mr. O. G. Rajulu Madras Representative	Infestation Control Corpn., 29, Clive Road Bangalore – 5	---- do ----
12.	Mr. A. S. Goel Delhi Representative	Pest Control Corporation 8/12, Rajpur Road Delhi – 110 006	Business Executiv
13.	Mr. K.R. Sontakay Delhi Representative	Infestation Control Corporation Tech Consultan X – 2 Hauz Khas New Delhi – 110 016	
14	Mr. B. M. Bhatt Co-opted	Pestco Modern Services Botawalla Building 11/13 Horniman Circle Bombay 400 001.	Businessman



“We the undersigned are desirous of being formed into a Society under the Societies Registration Act 1860.”

	Names	Signatures	Address
1.	Mr. M. Walshe	Sd/-	Pest Control M. Walshe Khorshed Building 14, Sir P. Mehta Road Bombay 400 001.
2.	Mr. Vijay Oberoi	Sd/-	Pest Control Corpn. Bhatia Bldg., 203 Dr. D. N. Road Bombay – 400 001.
3.	Mr. V. Pancholi	Sd/-	Filcco Pvt. Ltd. Sewri Fort Road Sewri (East) Bombay 400 001.
4.	Mr. K. P. Sigantoria	Sd/-	B. Kaikushroo & Co. 19, Bank Street, Fort, Bombay 400 001.
5.	Mr. B. M. Bhatt	Sd/-	Pestco Modern Services Botawalla Building 11/13 Horniman Circle Bombay 400 001.
6.	Mr. C. A. Parikh	Sd/-	Hindustan Pest Control Tamarind House 36/A-9, Tamarind Lane Bombay 400 01.
7.	Mr. N. S. Rao	Sd/-	Pest Control (India) Pvt. Ltd. Yusuf Building, M.G. Road Bombay – 400 001

Date: 21st August 1967

Place : Bombay



INDIAN PEST CONTROL ASSOCIATION : **CONSTITUTION**

ARTICLE:

1.0 Name :

The name of this association shall be the "Indian Pest Control Association" hereinafter for brevity sake referred as the 'IPCA'

2.0 Objects :

2.1 The objects of the 'IPCA' shall be as follows:

- a. To protect and promote interests of the Commercial Pest Control Operators
- b. To promote scientific growth of Pest Control Services, technology and quality control.
- c. To develop technical research in the methods of application of pesticides and associate closely in the national programme of increasing food production and maintenance of clean environment and hygiene in the country.
- d. To promote co-operation and exchange of information between its members.
- e. To promote harmonious relationship between members of all the Association and their employees.
- f. To subscribe to become a member of or otherwise affiliate or co-operate with any other body in India or elsewhere with which the association has a common interest to establish, cooperate with, or, receive into the Association or otherwise assist any Association or, accept affiliation of any other Association having object similar to those of this Association.
- g. To keep members informed and to promote their common interest in connection with Central, State or other legislation pertaining to the industry, whether enacted or proposed.
- h. To consider questions connected with the Pest Control Service activities of its members and to ascertain the view of those engaged in such matters directly or indirectly affecting the industry.
- i. To enter, into arrangement with any Govt. or Authority, whether supreme, municipal, local or otherwise that may seem conducive to the Association's objects and to obtain from any such authority all rights, concessions and privileges which the Association may consider it desirable to obtain, carry out, exercise and comply.



j. To carry out all other things incidental to an consequential upon the lawful attainment of the objects of the Association.

2.2 The activities of the IPCA shall be such as to promote healthy competition, lay down standards in process and practices and restrain members from activities contrary to these objects of "IPCA".

2.3 The IPCA shall not be conducted for profit.

3.0 Code of Ethics:

The membership shall observe the following Code of Ethics:

3.1 Relation of Members to Public.

The members, in their advertisements or other solicitations of business shall not use tricky, fraudulent or misleading working or methods.

3.2 Relation of Members to Client

The members shall thoroughly analyse the requirements of their clients, and shall conscientiously recommend the means best suite for the clients needs.

3.3. Professional Services

The members upon accepting a contract or service agreement, shall render skilled, intelligent and conscientious service.

3.4 Relation of Members to Competitor

The members shall not publicly criticise the business or private affairs of a competitor. Unhealthy practices, if any, among the members may be brought to the attention of the IPCA.

3.5 Relation of Members to IPCA

The member shall be loyal to the principles of the IPCA and active in his advancement.

4.0 Office Bearers :

4.1(a) The Management of 'IPCA' shall be vested in a Managing Committee comprising of the President, Immediate Past President and 20 members from the four regions as under :



1. President
2. Immediate Past President
3. 5 Members from Eastern Region
4. 5 Members from Western Region
5. 5 Members from Southern Region
6. 5 Members from Northern Region

4.1(b) Besides the President, there shall be 4 other Office Bearers, namely, Vice President, Secretary, Joint Secretary and Treasurer who will be elected from amongst the Managing Committee. No single organisation will have more than two members on the Managing Committee excluding the President. The General Body is authorised to elect members to the Managing Committee from other regions to make up the requisite number, if representation falls short of the required number from any region due to any reason.

4.1(c) The President of IPCA shall be elected from amongst the Active Members at the Annual General Meeting.

4.2 The Managing Committee, whose tenure will be from one AGM to the next AGM but not exceeding 18 months, be elected by the Active Members present at the AGM, Active Members may vote by proxy or elected in absentia with their prior written consent.

4.3 Any member of the Association entitled to attend and vote at a meeting of the Association shall be entitled to appoint in writing another person of the same member organisation as his proxy to attend and vote instead of himself.

4.4. The office bearers shall assume office immediately after the Managing Committee following the Annual General Meeting at which they are elected and shall continue in office, until the conclusion of the next Annual General Meeting a period of approximately one year but not exceeding 18 months.

4.5 The Managing Committee shall have full charge of the property, funds and General Management of the affairs of the IPCA subject to such instructions as may be given by the membership at any duly called meetings of IPCA.

4.6 To give the IPCA proper nationwide representation of election, members of the Managing Committee shall be made as per geographical regions viz. East, West, North and South.



Each region shall comprise of following states and UTs.

1. West Bengal, Bihar, Jharkhand, Odisha, Assam, Meghalaya, Nagaland, Tripura, Sikkim, Arunachal Pradesh, Mizoram.
2. Maharashtra, Gujarat, Madhya Pradesh, Chattisgarh, Goa, Daman & Diu.
3. Delhi, Punjab, Haryana, Himachal Pradesh, Jammu & Kashmir, Uttar Pradesh, Uttaranchal and Rajasthan.
4. Tamil Nadu, Karnataka, Andhra Pradesh, Pondicherry, Kerala, Andaman & Nicobar and Lakshadweep.

4.7 Zonal Chapters :

Chapters representing each zone may be established by the members in each Zone for furthering the objects of the Association, in view of the discontinuation of Workshop being held by IPCA.

Such chapters may have their own Rules and Regulations which shall not be contrary to the Constitutions and Rules and Regulations of the Association. They may provide for election of office bearers for managing the activities of the Chapter.

5.0 There will be four classes of Membership:

1. Active Membership
2. Honorary Membership
3. Overseas Membership
4. Allied Membership.

5.1 Active Membership:

Shall be open to an individual, firm or company actively engaged in the performance of commercial pest control services in India, who subscribe to the memorandum of IPCA and can fulfill the requirements of 5.1(a), 5.1(b) and 5.1(c).

- a. A degree in science from a recognized college or university and training in entomology or other sciences principally related to the practices of pest control from a government recognized institution (CFTRI Mysore, NIPHM Hyderabad, IGMRI Hapur) and one year practical experience as a proprietor partner/director of the firm or company or having in its employ a person with a degree in science from a recognized college or university and training in entomology or other sciences principally related to the practices of pest control, from a government recognized institution and one year's **experience** with the same firm or company and have always such a person with them to retain active membership.



- b. Should hold a valid licence under applicable Laws for undertaking commercial pest control operations
- c. Shall submit an affidavit / undertaking of having fulfilled the membership requirements of the Association, by complying with 5.1(a) & 5.1 (b) of the constitution.

5.2 Honorary Membership :

An honorary Membership may be conferred upon an individual upon the recommendation of the managing committee and approval by three fourths of the members present and voting at any Annual or Extra-ordinary General Body Meeting of the IPCA. Honorary membership shall be granted only to individuals who have made outstanding contribution to the pest control industry. Honorary members shall not be entitled to vote or to hold elective office.

5.3 Overseas Membership

Overseas Membership may be granted to companies, firms, organizations or individuals engaged in Pest Control Business or connected with the Pest Control industry overseas and not in India.

Pest Control Operation shall mean the performance of pest control services at large and who in the performance of such service use and employ pesticides.

5.4 Allied Membership

Allied membership will be available to manufacturers and distributors, manufacturing and supplying public health pesticides, application equipment, protective and ancillary equipment to pest control servicing companies and not carrying out servicing business.

Honorary, Overseas and Allied Members will have NO VOTING RIGHT and cannot hold any post of Office Bearer.

6.0 Membership dues :

- 6.1 Entrance Fees (one time)
 - a) Active Membership shall be Rs. 5000
 - b) Overseas Membership shall be US\$ 500
 - c) Allied Membership shall be Rs. 5000
- 6.2 Annual Fees
 - a) Active Membership shall be Rs. 4000
 - b) Overseas Membership shall be US\$ 250
 - c) Allied Membership shall be Rs. 3000



- 6.3 All membership dues shall be received by 15th April of the Current Year failing which such members will have to pay a penalty of Rs.300/- and should a member fail to remit the dues along with the penalty by the 30th June of the Current Year, the membership shall ipso facto cease and such members shall have to apply afresh for their membership.
- 6.4 The Managing Committee is empowered to set date for receiving dues and levying penalties for late payment as and when there are subscription increases in the mid term and for all other outstanding dues.
- 6.5 Honorary Members shall not be required to pay entrance fee or annual fee.
- 6.6 “There would be mandatory participation of members by registration and attendance of at least one delegate, who is either the member or an employee of the member, to the Annual Convention and the workshop organized by the respective zones for the benefit of the members. The Registration fees would be fixed by the Managing Committee in respect of the Annual Convention and the respective Organising Committee, or the Committee for the Zonal Workshops.”
- The Managing Committee shall have right to terminate the membership of any member who fails to register and attend through at least one delegate any Annual Convention or Workshop organized by the Association for a continuous period of three years.
- 7.0 The Managing Committee shall have a right to suspend or determine any membership, if found to resort to practices contrary to the objects of the IPCA. Such members however will be given adequate opportunity to explain.

8.0 Meeting of the Association :

- 8.1 (Amendment passed at A.G.M. held on 07.08.2009 at Chokhi Dhani, Jaipur)
An annual General Meeting shall be held each year for the purpose of electing the President and Members of Managing Committee on Biennial basis, and transacting other business which may come before the assembly within 6 months later after the expiry of each financial year.
- 8.2 The President and Members of Managing Committee elected on biennial basis at the Annual general Meeting shall hold office for a period of two years. The time and place of the Annual General Meeting shall be fixed by the Managing Committee.
- 8.3 (a) Each Active member will be entitled to nominate 1 delegate before the commencement of the General Body Meeting and each delegate will have one vote.
- 8.3 (b) Overseas and Allied members shall be entitled to nominate 1 delegate before the commencement of the General Body meetings but shall have no active right to vote.



- 8.4 Active Members will not be entitled to vote at an Annual General Meeting or stand for election for the post of President or Managing Committee Member or be co-opted as Managing Committee Member unless all dues are received by 30th June of the current financial year.
- 8.5 Extraordinary and special meetings of the IPCA may be held at such time and place as the Managing Committee, by two thirds vote of active membership present in the meeting, shall determine
- 8.6 The Managing Committee shall meet every quarter and oftener if necessary at a time and place determined by them and by giving **seven clear days notice.**
- 8.7 Each member of the Managing Committee shall **attend minimum three meetings** held during the year and no member will be eligible in the following year for election unless he fulfills these conditions.
- 8.8 Not less than **21 clear days notice of any general Meeting** whether Annual or Extraordinary, specifying the date, place and hour of the meeting and business to be transacted thereat, shall be given to every member or person legally entitled to receive the same but the accidental omission to give any such notice to any of the members or persons shall not invalidate any such meeting.
- 8.9 If a poll is demanded, the same shall be taken in such a manner as the Chairman directs and the result of the poll shall be deemed to be a resolution of the meeting at which the poll was demanded. In case of an equal of votes, the Chairman of the Meeting shall, both on a show of hand and at a poll, if any, have a casting vote.
- 9.0 Amendment to the Constitution:**
- This Constitution may be revised, altered, or amended at any meeting of the IPCA but only by an affirmative vote of at least two-thirds of the members present and voting at such meeting, and, provided that the exact text of the proposed change, together with notice that changes are to be considered, shall have been circulated to the members by the Managing Committee at **least 30 days prior** to the date of the meeting.



RULES & REGULATIONS

Purpose of the Rules and Regulations.

- 1.1 The purpose of the rules and regulations are :
 - a) To lay down rules and procedures governing the activities of IPCA and conduct of its members.
 - b) Clarify, interpret and amplify items in the Constitution which may not be clear or may seem ambiguous
 - c) Record the policies approved and/or adopted by the membership.
 - d) Procedure for election of President and Managing Committee and Office Bearers.

2. Approval of the General Body to Rules & Regulations

- 2.1 Rules and Regulations will be framed by the Managing Committee in consonance with the principles laid down in the Constitution and placed before the General Body for ratification. They shall be passed only by an affirmative vote of at least two third of the members present and voting at the meeting, provided the exact text of the rules and regulations together with the notice that the rules are to be considered, shall have been circulated to the Members by the Managing Committee at least 30 days prior to the date of the meeting.
- 2.2 The above procedure shall apply also to any revisions, amendments and alterations to the rules proposed by the Managing Committee.

3. Financial Year :

The financial year of IPCA shall be from 1st April to 31st March.

4. Membership :

Applications for Active, Allied and Overseas Membership shall be submitted only in the prescribed form drawn up by the Managing Committee. Application for Honorary Membership shall not be required.

- 4.1 (a) Applications for Active Membership shall be Proposed or Seconded only by Members who have completed a minimum period of two years.
- 4.1 (b) Applications for Overseas & Allied Membership will not require Proposer or Secunder.
- 4.2 An active member shall not propose or second more than 2 new applications for one calendar year, and will ascertain about the qualifications of the



applicant to satisfy the requirements of the Art. 5.1 of the Constitution for Active Membership.

- 4.3 A Degree in Science for qualification as Active Membership would mean Degree with Chemistry, Botany or Zoology as one of the Principal Subjects, or Agriculture or Forestry, or Horticulture.

5. Membership Dues :

- 5.1 The membership fees as laid down in the constitution are payable on April 1st of the year to which they apply.
- 5.2 The Secretary shall be authorised to extend a reasonable time for payment of dues beyond the due date in the event of unusual situations of hardship. Request for such extension shall be made in writing to the Secretary prior to the due date.
- 5.3 There shall be no proration of the annual dues for new members except when membership applications are submitted between January 1st and March 31st. Any membership applications submitted between 1st January to 31st March must be accompanied by an amount equal to one quarter of the annual dues for the current year and the full amount of the annual dues for the following year.
- 5.4 Dues from Members by way of Registration Fee for Workshop, Conventions and on Advertisements & Sponsorships, if not realised by the Association within 03 months, the Managing Committee can suspend the membership for a period of 03 months and if still not realised, then the membership of that particular member will cease *ipso facto*.

6. Managing Committee :

- 6.1 The control of the IPCA shall be vested In the Managing Committee and the business of the IPCA shall be managed by the Managing Committee who, in addition to the powers and authorities specially conferred upon it, may assume such other powers and do all such other things as may be required to be done for the proper conduct of and in the interest of the IPCA, provided they are in keeping with the provisions of the Constitution and do not infringe any statute or law.
- 6.2 The Managing Committee shall direct its energy, in particular, to the following:
- (a) Give effect to the aims and objects as indicated in the Constitution to the extent that it is possible to do so and,
 - (b) Be available for consultation to any member on problems pertaining to the pest control industry.



- 6.3 The President shall preside all the meetings of the Managing Committee unless he is otherwise engaged when the Vice-President shall take his place. In the absence of the both President and the Vice-President, the President shall be authorised to designate a member of the Managing Committee to preside over meeting. The President shall perform such other duties as pertain to his office.
- 6.4 The Vice-President shall perform the duties of the President in the absence of the latter. In the case of the death, resignation or permanent incapacity of the President, the Vice President shall immediately succeed to the office of President and retain the same until the election of a new President at the next annual convention.
- 6.5 The Secretary shall be the chief administrator of the IPCA, carrying out day-to-day work in consultation with the President and the Treasurer as necessary. He shall record the minutes thereof. He will conduct the correspondence of the IPCA and shall maintain such books and records of the IPCA as are entrusted to him. He shall be the custodian of the seal of the IPCA.
- 6.6 The Treasurer shall be responsible to maintain the financial accounts of the IPCA. He will receive the membership fees and credit them into the IPCA bank accounts, issue receipts for money received, sign cheques jointly with the President or Secretary as the Managing Committee may decide and prepare a Statement of Accounts for the financial year for presentation at the Annual Convention after getting them duly audited.
- 6.7 At the expiration of the tenure of office of a Managing Committee and when a new Committee is elected at the Annual General Body Meeting, the President, Secretary and Treasurer shall hand over the correspondence files, account books, bank pass book, the Seal of the IPCA and other property belonging to the incoming Managing Committee.
- 6.8 No office bearer shall, during the tenure of his office, enter into any commitment on behalf of the Association unless specifically authorised to do so, by a resolution passed by the Managing Committee.
- 6.9 The Managing Committee, as and when found necessary, may appoint an Executive Officer to carry out the Administration & Executive functions of the Association. The remuneration, designation and terms of appointment for such an Officer will be determined by the Managing Committee.
- 6.10 The Executive Officer will attend the Managing Committee meetings, Annual and Extra-ordinary General Body Meetings. He will have no right to vote.
- 6.11 The procedure for election of President and Managing Committee Members shall be as laid down in Appendix I to these Rules.



7. Quorum of Meeting :

- 7.1 The quorum for a General Body Meeting shall be 45 Active Members personally present or one- third of the total active membership, whichever is less.
- 7.2 The quorum for Managing Committee shall be Seven Members personally present.
- 7.3 In the event of want of quorum for the meetings, these will be adjourned and such adjourned meetings will meet after half an hour at the same place with the same agenda.

8. The Seal :

The seal shall be in the custody of the Secretary and it shall never be used except by the authority of the Managing Committee previously given and the President or any other member of the Managing Committee authorised by him shall sign every instrument to which the Seal is affixed and every such instrument shall be counter-signed by the Secretary or some other member of the Managing Committee, duly authorised by the Managing Committee to do.

9. Grievances and Disciplinary Actions :

- 9.1 The conduct of members of the IPCA shall be expected at all times to be in accordance with the provision of the Code of Ethics and the policies adopted by the IPCA.
- 9.2 A complaint against a member of the IPCA may be filed formally with the Secretary. It shall be required to set forth facts of the complaint in general terms and may not be ruled invalid for want of specific details. Lack of formality shall be the rule for dealing with complaints.
- 9.3 When a complaint is received by the Secretary, he shall investigate it immediately and he shall bring it to the notice of the President who shall make an attempt to resolve the complaint satisfactorily between the Members concerned and if the public is involved, he shall make every effort to bring about satisfactory settlement of the complaint. When the matter is settled, the President will inform the Managing Committee.
- 9.4 In the event of the President being unable to remove the cause of the complaint, the matter shall be discussed at a meeting of the Managing Committee at which both parties to the complaint may be invited to be present if the Chairman considers such a move desirable.
- 9.5 It shall be earnest endeavour of the Managing Committee to remove the cause of complaint without taking recourse to punitive action against a member whose delinquency has been established. Expulsion from the membership shall be taken as a last resort where persuasion fails. In such an



event, the Managing Committee shall have the authority to suspend the member concerned and the order for expulsion shall be passed at a General Body Meeting only by an affirmative vote of at least three-quarters of the members present and voting at such meeting, provided that the matter shall have been circulated to the members by the managing committee at least 30 days prior to the date of the meeting.

10. Dissolution of the IPCA :

The IPCA shall not be dissolved except by' at least three-fourths of the members present and voting at a meeting of the general body called for the purpose, provided the total number of votes cast at such a meeting is not less than two-thirds of the total of the members than on the rolls of the IPCA. The funds of the IPCA after meeting all the liabilities shall be disposed of in accordance with the decision of the meeting at which the resolution is passed.

11. Indemnity :

Every member of the Managing Committee shall be indemnified out of the funds of the IPCA against all liabilities incurred by him as such members of the Managing Committee in defending any proceedings, whether civil or criminal, in which judgement is given in his favour or in which he is acquitted or in connection with any application in which relief is granted to him by the Court.

"We, hereby, certify that the above is a true copy of the Rules and Regulations of the Indian Pest Control Association."

S.No.	Name & Address	Signature
1.	Mr. N.S. Rao, President, Pest Control (India) Pvt. Ltd., Yusuf Building, M.G. Road, Bombay-1.	Sd/-
2.	Mr. M. Walshe, Calcutta Representative, Pest Control M. Walshe, Khorshed Building, 14, Sir P.M. Mehta Road, Bombay-1.	Sd/-
3.	Mr. Dipak R. Shah, Treasurer, Pest Control (India) Pvt. Ltd., Yusuf Building, M.G. Road, Bombay-1	Sd/-

Dated : 21st August, 1967.

Place : Bombay



APPENDIX I

Procedure regarding Election for the post of President and Members of the Managing Committee of IPCA :

As per clause 4.1 (a) of IPCA Constitution, the Managing Committee shall comprise of a maximum number of 22 members, limiting 5 to each Zone besides the President and Immediate Past President.

1. The Managing Committee shall be elected by the Active Members present at the AGM. They can vote by proxy or be elected in absentia with their prior written consent. The active members will be entitled to exercise their votes as per clause 8.3 of the Constitution of the Association, which reads as under:

“8.3 Each Active member will be entitled to nominate 1 delegate before the commencement of the General Body Meeting, who will be entitled to vote.”

2. A candidate representing a member firm should give his written consent to be nominated for election and the nomination must be proposed and seconded by two independent members. Such member firm whom the candidate represents should be active members who would be eligible to vote at the AGM as per the Rules and Regulations of the Association and should have cleared all dues to the Association as of the date of filing the nomination.
3. Any Active member who has a place of business in any Zone may stand for election from the said Zone and not necessarily from the Zone in which his office/registered office is situated.
4. No candidate can be nominated for election simultaneously for the post of President as well as Managing Committee Member. Candidate can be nominated to stand for election for only one post. For the purpose of clarification, it means either the post of the President or Managing Committee Member and not both.
5. The Managing Committee shall decide the date for the elections and appoint R.O./s for holding the Annual Elections for members.
6. The R.O./s will not be an Executive Managing Committee Member or President.
7. The R.O./s will prepare a schedule for the election including:
 - Date of receipt of nomination papers.
 - Date of withdrawal of nomination.
 - Date of scrutiny.
 - Publication of Final List of Nominations.
 - Date of Election.
 - Conduct Elections.
 - Declare result of the Election.



8. The Hony. Secretary will issue notice for elections, giving all details and enclosing blank Nomination Forms to every member of the Association for his use. Additional blank Nomination Forms, if required by the Members, may be photocopied and used. One form should be used for nomination of each candidate.
9. A candidate proposed and seconded will give his consent in writing. A member proposing any candidate should have cleared all the dues to the Association on the date of proposal/ secondment.
10. If more than one candidate is voted for in case of the voting for the post of President, then the said votes respectively will be declared invalid. If more than four votes for the Managing Committee members for each Zone are cast on a ballot, then the said votes for the said zone will be declared invalid. The decision on the above of the Returning Officer will be final.
11. Only those members would be eligible to exercise their vote, who have cleared all dues of the Association to-date.
12. In case of tie in number of votes between the candidates, the President of the meeting will have the casting vote.
13. The Managing Committee, after the election, will elect from among themselves, the Vice President, Honorary Secretary, Joint Secretary and Treasurer at its first meeting.