



Indian Society of Plant Genetic Resources

Rules and Regulations (2015)

Registered Office

ICAR-National Bureau of Plant Genetic Resources

Pusa Campus, New Delhi-110012, India



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Published by :

Indian Society of Plant Genetic
Resources (ISPGR), New Delhi
September 2015

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Preface

This publication provides the revisions and changes in the rules and regulation of the Indian Society of Plant Genetic Resources (ISPGR) approved by the General Body Meeting (GBM) held on March 25, 2015. It incorporates all the amendments as approved and recorded by all GBM since the inception of the Society, which was formally registered on November 3, 1987 by the Registrar of Societies (Registration No. S/18336 of 1987), Delhi under the Societies Registration Act, 1860. Information on the members of the present executive council (2015-18) and Editorial Board have been given as annexures 1 and 2, respectively. The booklet is intended for use in all official matters of the ISPGR.

September 2015

R.K. Tyagi
General Secretary, ISPGR
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About ISPGR

The Indian Society of Plant Genetic Resources (ISPGR) was founded in 1987 as a multidisciplinary scientific body involved in the various issues of plant genetic resources (PGR) and related fields. The genesis of the society was from the initiative taken by the scientists at the National Bureau of Plant Genetic Resources (NBPGR), New Delhi, under the leadership of Dr R.S. Paroda, the then Director of NBPGR. The society was formally registered under the Societies Registration Act, 1860 on November 3, 1987 with the Registrar of Societies, Delhi (Registration No. S/18336 of 1987). Membership is open to all persons interested in the field of Plant Genetic Resources (PGR) in India and abroad.

Objectives

The primary objective of the Society is to provide a forum to various workers in the field of PGR to express their views, publish their findings and interact with different stakeholders. The Society aims at the following:

1. To promote research in the field of PGR especially in germplasm exploration and collection, conservation, evaluation and characterisation, introduction and exchange, quarantine and related activities.
2. To encourage the management of PGR in an integrated fashion involving different disciplines such as Economic Botany, Ecology, Ethnobotany, Biosystematics, Biotechnology, Physiology, Horticulture, Seed Science, Agronomy, Pathology, Entomology, Nematology, Chemistry and Biochemistry, Computer Science.
3. To provide a forum to the scientists for expressing their critical views based on scientific knowledge, rational thinking on policies related to PGR.
4. To collect, collate and disseminate information on PGR programmes.
5. To encourage and promote close association and collaboration among members belonging to various disciplines.
6. To provide recognition to persons having made significant contribution in furthering the science of plant genetic resources.
7. To work in association with international organizations and other societies with similar interests.
8. To publish research journal at periodical intervals.

INDIAN SOCIETY OF PLANT GENETIC RESOURCES

Rules and Regulations

1. The name of the Society shall be

INDIAN SOCIETY OF PLANT GENETIC RESOURCES hereinafter called the 'Society'

2. The office of the Society shall be located at the

ICAR-National Bureau of Plant Genetic Resources, Pusa Campus, New Delhi-110 012.

3. Objectives of the Society

The Society shall provide an opportunity to the scientists from different disciplines of plant genetic resources (PGR), to address themselves to the problems confronting various aspects of PGR, viz. collecting, exchange, characterization and evaluation, conservation and utilization in a concerted and integrated manner and to express their scientific views on existing national and international PGR programmes and policies. The main objectives of the Society are:

- i) To promote research in the field of PGR and related disciplines such as plant exploration/collecting, characterization, evaluation, conservation, utilization, introduction and exchange, quarantine and data documentation and information management. Broadly, it will involve in an integrated way various disciplines, viz., Economic Botany, Ecology, Genetics, Plant Breeding, Ethnobotany, Taxonomy, Biosystematics, Biotechnology, Plant Physiology, Horticulture, Seed Science, Chemistry, Agronomy, Plant Pathology, Entomology, Nematology, Agricultural Statistics, Information Technology and allied disciplines.
- ii) To provide a forum to the scientists for expressing their critical views based on the scientific knowledge and rational thinking on important national policies and programmes related to PGR research and development.
- iii) To collect, collate and disseminate information on PGR.
- iv) To encourage and promote close association/collaboration among members belonging to various disciplines.
- v) To work in association and collaboration with other national and international societies/organizations having similar objectives.

- vi) To publish a journal at regular interval, as decided by the Executive Council (EC), as an official publication of the Society.

4. Membership

The membership of the Society shall be open to all those interested in PGR activities in India and abroad. The categories of members will be life members, ordinary members, institutional members, student members and donor members. In addition, the Society shall also have 'Fellows' and 'Honorary Fellows'.

- i) **Life members:** Any research worker/scientist or other person interested in PGR related activities can become a life member by paying admission fee and the subscription prescribed for life membership.
- ii) **Ordinary members:** Any research worker or scientist or other person interested in PGR related activities can become an ordinary member by paying the admission fee and prescribed annual subscription.
- iii) **Institution members:** The organizations engaged fully or partially in the PGR activities can become members by paying prescribed annual subscription. They will not be enrolled as life members.
- iv) **Student members:** The *bona fide* students engaged in post-graduate studies can also become members of the Society by paying the prescribed annual subscription and submitting a proof of their being a student. They will remain as student members for the period of the course they are enrolled in.
- v) **Donor members:** An individual or an institution or a firm donating INR 50,000 (or US \$5000 for foreigners) shall become the donor member. They will be invited as guests in the official functions of the Society but will not have voting rights.
- vi) **Fellows:** They shall be those who have made significant contributions for the cause of PGR and are members of the Society continuously for at least 10 years and should be the Life Members at the time of submitting the application for the award of Fellowship. To become a Fellow, a member will apply to the Executive Council (EC) on a proforma developed by the EC stating the terms and conditions for becoming a Fellow of the Society, if elected.
- vii) **Honorary Fellows:** They shall be the persons, eminent scientists recognized for their contribution or services for promotion of PGR activities in India and abroad. Their number shall be limited to ten at

any point of time. They shall be nominated by the EC and approved by a two-third majority present at the Annual GB Meeting. The names of all the newly enrolled members shall be presented by the General Secretary during the Annual GB meeting.

- viii) **Patrons:** The Society shall have a maximum of four Patrons at a given time to be nominated by the EC and ratified by the General Body (GB).

Cessation of membership :

- (i) A member may withdraw from the Society by indicating in writing his desire to do so; however, the Society shall not return any fee or subscription that the Member may have paid.
- (ii) If any member of the Society willfully disobeys rules or orders of the authorities of the Society or commits willful breach of orders or does anything against in the interest of the Society, his/her membership will be terminated on the recommendation of the Disciplinary Committee constituted by the EC and approved by the GB. Such decisions can, however, be reviewed on appeal by the GB.
- (iii) If any member is adjudged by any court of law to be a criminal offender, the EC may terminate his membership.

5. Subscription for membership

The membership subscription rates* shall be as follows:

	Indian	Foreign
i) Life member	INR 4,000	USD 1000
ii) Ordinary member (annual)	INR 500	USD 50
iii) Institution member (annual)	INR 10,000	USD 250
iv) Student member (annual)	INR 500	USD 50

* w.e.f. 2014, subjected to change by decision of EC/GB

An admission fee of INR 100 (USD 15 for foreign members) shall be charged at the time of enrolment. The membership shall cease if the subscription falls in arrears for one year.

6. Register of Members

The General Secretary of the Society shall maintain a register of Members, which along with the minute book of the Society shall be the conclusive evidence of the membership of the Society.

7. Privileges of members

- i) Life and ordinary members shall have the right to vote at all General Body (GB) meetings of the Society. They shall be entitled to contest election and to nominate the candidates for election of the various office bearers of the Society. They will also be entitled to receive the Journal and other publications of the Society as the EC may decide, so long as their annual subscription is not in arrears.
- ii) The institution members can nominate a member to attend GB meetings of the Society and shall have the voting right but cannot hold any office in the Society.
- iii) The student members shall enjoy all the privileges of an ordinary member except that they cannot participate in Society's election and shall have no voting rights.
- iv) Honorary Fellows shall enjoy all the privileges of ordinary members without having to pay the admission fee and subscription. However, they shall not be entitled to hold any office or cast their vote.

8. Structure of the Society

There shall be two bodies representing the Society, viz., the General Body (GB) and the Executive Council (EC).

- i) **The General Body (GB) :** The GB shall comprise of all the enrolled members of the Society. The GB shall be supreme authority of the Society. It shall determine the general policies and programmes of the Society in conformity with the constitution and bye-laws and elect the members of the EC. It shall be the only body that can make amendments to or altogether change the rules of the Society according to the procedure laid down in this constitution.
- ii) **The Executive Council (EC) :** The administration, direction and management of the activities/functions of the Society shall be entrusted to an Executive Council (EC) consisting of President, two Vice-Presidents, one General Secretary, one Joint Secretary, one Treasurer, one Editor-in-Chief and eight members from the GB. The zones will be demarcated by the EC. The office bearers should be the life members of the Society.

- iii) The term of the above office bearers will be for a period of three years. The immediate past President will be *Ex-officio* member of the EC of the Society. The General Secretary, the Editor-in-Chief and the Treasurer shall be from the Headquarters of the Society and in the event of any office bearer leaving the headquarters for more than six months, the EC shall be empowered to fill such vacancies by nomination for the interim period only. None of the office bearers should serve in the same post for more than two terms, except President and General Secretary.
- iv) Director, NBPGR to be *Ex-officio* member of the EC of the Society, without having any voting right.

9. Responsibilities and Functions of EC members

- i) **President** : Besides being the constitutional head of the Society, he will preside over all the meetings of GB and EC, represent the Society at all ceremonial occasions and provide guidance for smooth functioning of the Society. On any emergent issue, the President in consultation with the office bearers from the Headquarters shall be empowered to take decisions, which will be subsequently ratified by the EC.
- ii) **Vice-Presidents** : In the absence of the President, one Vice-President (senior by age) will look after all the functions of the President.
- iii) **General Secretary** : He shall be responsible for the conduct of the activities/functions of the Society in accordance with the rules and directions of the EC. He shall convene the meetings of the EC, General Body meetings and Extra-Ordinary meetings as and when required in consultation with the President and shall be responsible for recording the proceedings thereof in a permanent register. He will circulate the proceedings of the EC after due approval of the President within 15 days. He will take appropriate action to implement the recommendations/resolutions of EC and GB.

The General Secretary shall also represent the Society in legal and other proceedings as per Section 6 of the Societies Registration Act, 1860. He will also be responsible to file a list of the GB Members every year in the office of the Registrar of Societies as required under Section 4 of the Act.

The General Secretary of the Society shall maintain a permanent

register of Members, which along with the minutes book of the Society shall be conclusive evidence of the membership of the Society. He shall hand over all the records to the successor after election within 15 days.

- iv) **Editor-in-Chief:** He will look after all the activities related to publication of journal and will be assisted by the editors.
- v) **Joint Secretary:** He will assist the General Secretary in carrying out day to day activities of the Society and perform all the functions of the General Secretary during his absence.
- vi) **Treasurer:** He shall be responsible for maintaining financial matters of the Society. He shall submit to the EC and GB a statement of accounts duly audited by a registered chartered accountant appointed by the EC for each financial year.
- vii) **Councillor:** The Councillor shall represent the respective zone in the meetings of the EC; provide liaison between the EC and the Zonal Members in all matters concerned with the Society.

10. Elections

- i) The EC shall nominate an Election Committee consisting of an Election Officer and two members located at the Headquarters of the Society to conduct elections.
- ii) An up-to-date list of members who have paid their subscription up to the current year, will be provided by the General Secretary to the Election Committee latest by 30 August of the election year
- iii) The right to vote/nominate/contest elections will vest with those members only who have cleared their dues latest by 31 July of the election year.
- iv) The EC shall invite nominations for various positions of the EC latest by 7 September and the nominations should reach the Election Committee latest by 7 October of the election year.
- v) The Election Committee will take the consent in writing from the contesting members by 20 October of the election year. In case no consent is received from the concerned candidate by due date, it will imply that he/she is not interested to contest.
- vi) The Election Committee will send ballot papers within 10 days of the deadline fixed for receipt of the consent to all the members with specific instructions on the norms of voting.

- vii) The ballot paper should be received by the Election Committee within 45 days (15 December of the election year) of their dispatch.
- viii) After the due date is over, the ballot papers will be opened and counting done by the Election Committee in the presence of the contestants or the authorized representatives deputed by the contestants.
- ix) The Election Committee shall submit the result to the EC. The EC will announce the same on or before December 31 of the election year or preferably in the forthcoming annual GB Meeting. The EC is empowered to nominate and fill up any uncontested/vacant posts after taking over the charge. On the date of assuming the charge as an EC member, the membership should be valid.

11. Editorial Board

There will be an Editorial Board consisting of an Editor-in-Chief, and minimum five editors. The Editor-in-Chief and the Editors of the Editorial Board will be nominated by the EC. The Editorial Board members will be one each from allied major disciplines of PGR. The editorial policies will be decided by the EC. The Editorial Board will be responsible for all the regular publication work of the Society and shall operate within the terms of reference/guidelines provided by the EC. For other special publications, EC is empowered to take appropriate actions.

12. Meetings

(i) Executive Council (EC)

- a. The EC shall meet as often as necessary and shall review the financial position of the Society, approve and ratify list of new members, review the progress made in publications and other activities of the Society and such other matters as the EC is empowered to deal with within the rules.
- b. The General Secretary, in consultation with the President shall convene meetings of the EC and shall intimate all the members of the EC at least 10 days in advance the date, place and time of the meeting and the agenda of the subjects to be discussed.
- c. At least five members of the EC shall constitute a quorum.
- d. The President and in his absence, one of the Vice-President (senior by age), shall preside over the meetings. In the absence of the President or both the Vice-Presidents, the members of the EC shall elect a chairman for that meeting.

- e. Ordinarily, the method of voting shall be by show of hands, but the votes shall be taken by ballot if a motion to this effect is duly carried. However, when the votes are equally divided, the President may additionally cast the deciding vote.
- f. Minutes of every meeting of the EC shall be taken by the General Secretary, or Joint Secretary or in their absence by any of the members of the EC appointed for the purpose by the President.
- g. A copy of the minutes of each meeting of the EC shall be circulated to the members of the EC and placed before its next meeting for confirmation.
- h. The EC may appoint sub-committee(s)/task forces to consider special tasks/activities. The report of the sub-committee(s)/task forces shall be put up to the EC for approval.

(ii) General Body Meetings

The General Body (GB) meetings of the Society shall be of two kinds, viz., Annual GB Meeting and Extra-ordinary GB Meeting.

Annual GB Meeting

- a. The Annual GB meeting of the Society shall be held at a place, date and time decided by the EC.
- b. Notice of the meeting, indicating the date, time and place and the business to be transacted there at, shall be given by the General Secretary to all members at least 30 days before the date of meeting.
- c. A minimum of twenty-five (25) members will form the quorum for the Annual GB meeting, while for Extra-ordinary meeting of GB, fifty (50) members shall form the quorum.
- d. The GB meeting shall normally be held once in a year.
 - i) The minutes of the last meeting shall be read and confirmed after correction, if necessary, and signed by the Chairman/President.
 - ii) Any donations or presents received by the Society since the last meeting shall be announced.
 - iii) Names of the persons enrolled for membership during the year shall be placed for approval/ratification in accordance with the rules.

- iv) The General Secretary or in his absence, Joint Secretary shall present the EC's report on the activities of the Society during the preceding year. Treasurer will present an audited statement of receipts and expenditure for the year ending 31st March of the preceding year and a budget estimates for the current year.
 - v) Other reports and communications from the EC shall also be presented and discussed.
 - vi) Members will be free to submit to the General Secretary at any time during the year agenda items or resolutions for discussions at next GB meeting.
- e. The GB can dissolve the Society, if necessary, as provided under Section 13 and 14 of the Societies Registration Act, 1860.

Extra-ordinary GB Meeting

- f. Such meetings may be convened by the General Secretary on the advice of the EC or when called upon to do so by requisition signed by at least 25 members of the active members and stating the business to be transacted there at within 30 days of the receipt of the requisition.
- g. Notice of the date, time and place of such a meeting and of the special business to be transacted will be issued to all the members at least 15 days before the date of the meeting.
- h. No business other than that included in the notice shall be transacted at such meetings.

13. Funds and Accounts

- i) The funds of the Society shall consist of (a) admission fees, (b) annual subscription of the members, (c) life membership fees, (d) donation, (e) grants-in-aid from Government institutions, scientists or individuals interested in the work of the Society, (f) subscription to the Journal of the Society and sale proceeds of the publications, (g) receipts for publishing advertisements in publications of the Society, and (h) other sources as determined by the EC.
- ii) The accounts and vouchers for receipts and payments of the Society will be subjected to examination by the EC any time and shall be subjected to annual audit by an internal auditor as well as by registered chartered accountant who will be appointed by the EC. The annual statement of the accounts, shall, after audit, will be presented by the Treasurer in the GB meeting.

- iii) The financial year of the Society shall be from 1 April to 31 March.
- iv) All securities and funds, which are the property of Society, shall be in the name of Society in such bank or banks as may be approved by the EC for the purpose. The EC may also make rules for fixing the limit for the cash to be kept with the Treasurer and the imprest advance that may be given to the General Secretary or any other member.
- v) The General Secretary and Treasurer/President will jointly operate the Bank account of the Society and will deal with all government securities. In the absence of any one of them, the Joint Secretary will act as a signatory.
- vi) The EC is empowered to incur necessary expenditure for publication and other activities of the Society for maintaining office and necessary staff, *etc.*, but an estimate of the proposed expenditure to be incurred under the above heads during the year should be shown in the budget placed at the Annual GB Meeting.
- vii) There shall be a reserve fund maintained by the Society, of at least INR 5,00,000 at all times. The EC, by decision of the GB by two-third majority, can sanction any expenditure out of the reserve fund but not exceeding 50 per cent of the principal amount.
- viii) The reserve fund of the Society should be kept in post office or nationalized bank. Expenditure on items in excess of the budget provision shall be first approved by the EC and get ratified by the GB.
- ix) The Society may accept donations offered individuals or organizations for instituting awards/prizes to promote the cause PGR. The acceptance or otherwise of the donation, the manner and mode of selection of awardees, *etc.*, shall be decided by the EC.

14. Interpretation of Rules and Regulations

Any difference of opinion regarding rules and regulations shall be referred to a Committee of three senior members, past President/Honorary Fellows of the Society, preferably those who are available locally. Their decision shall be final and binding on all concerned. This will be a Standing Committee to be appointed by the newly formed EC for a term of two years from April of that year.

General (Violations of Rules and Regulations)

As per section 13 and 14 of the Societies Registration Act of 1860.

Section 13. Provision for dissolution of societies and adjustment of their affairs "Assent required "Government consent." Any number not less than three-fifths of the members of any society may determine that it shall be dissolved, and thereupon it shall be dissolved forthwith, or at the time then agreed upon, and all necessary steps shall be taken for the disposal and settlement of the property of the society, its claims and liabilities, according to the rules of the said society applicable thereto, if any, and, if not, then as the governing body shall find expedient, provided that, in the event of any dispute arising among the said governing body or the members of the society, the adjustment of its affairs shall be referred to the principal court of original civil jurisdiction of the district in which the chief building of the society is situated; and the Court shall make such order in the matter as it shall deem requisite:

Provided that no society shall be dissolved unless three-fifths of the members shall have expressed a wish for such dissolution by their votes delivered in person, or by proxy, at a general meeting convened for the the purpose:

Provided that whenever any Government is a member of or a contributor to, or otherwise interested in, any society registered under this Act, such society shall not be dissolved without the consent of the Government of the Province of registration.

Section 14. Upon a dissolution no member to receive profit "Clause not to apply to joint-stock companies." If upon the dissolution of any society registered under this Act there shall remain after the satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid to or distributed among the members of the said society or any of them, but shall be given to some other society, to be determined by the votes of not less than three-fifths of the members present personally or by proxy at the time of dissolution, or in default thereof, by such Court as aforesaid

Provided, however, that this clause shall not apply to any society which shall have been founded or established by the contributions of shareholders in the nature of a Joint-stock Company.

15. Publications

- i) The EC jointly with the Editorial Board shall make necessary rules for publishing official journal(s) and bringing out other publications of the Society, fixing rates for advertisements, fixing the subscription to the Journal and prices for other publications, fixing the charges payable for the reprints, number of gratis copies to be supplied, fixing the rate of sale of back issues of journal, supply of free copies of Society's publications either on exchange or without exchange, etc. The official Journal of the Society will be named as: **Indian Journal of Plant Genetic Resources**.
- ii) All scientific work published in this Journal and also other publications of the Society would preferably be based on PGR activities. A multi-disciplinary referee system will be followed, in view of its potential value and usefulness.
- iii) Any publication other than the Journal(s) will be made with prior approval of the EC.

16. Properties of the Society

- i) The property movable or immovable belonging to the Society shall be deemed to be vested for the time being in the EC and in all proceedings, civil and criminal shall be described as the property of the EC of the Society by their property title.
- ii) The income and property of the Society from whatever sources derived shall solely be spent in the promotion of its objectives, as set forth earlier and no portion thereof shall be distributed among its members by way of dividends.
- iii) If at any time, the Society is dissolved and if there shall remain upon such dissolution, after the satisfaction of all its debts and liabilities, any property whatsoever and whosoever, the same shall not be paid or distributed among the members of the Society, or to any person claiming through any one or more of the past members. No member of the Society present shall have any personal claim or any movable or immovable properties of the Society or make any profits whatsoever by virtue of his membership.

17. Legal Proceedings (Section 6 of the Act)

The Society may use or be used in the name of the President/General Secretary as per provisions laid down under Section 6 of the Societies Registration Act, 1860, as applicable to the Union Territory of Delhi.

18. Dissolution and adjustment of assets

If the Society needs to be dissolved, it shall be dissolved as per provisions laid down under Sections 13 and 14 of the Societies Registration Act, 1860, as applicable to the Union Territory of Delhi.

No less than three-fifth of the members of the Society may determine that it shall be dissolved, and thereupon it shall be dissolved forthwith, or at the time agreed upon, and all necessary steps be taken for the disposal and settlement of the property of the Society, its claims and liabilities, according to the rules of the Society applicable thereto, if any, and not, then as the GB shall find expedient, provided that, in the event of any dispute arising among the said GB or the members of the Society, the adjustment of its assets shall be referred to the principal court of original civil jurisdiction of the district where the headquarters of the Society are situated, and the court shall make such order in the matter as it shall deem requisite provided that the Society shall not be dissolved unless three fifths of the members have expressed a wish for such or by proxy, at a GB meeting convened for the purpose.

19. Modifications in the Rules

- i) Proposals for any addition, deletion or alteration in the rules of the Society will be placed before the Annual GB Meeting or an Extra-ordinary GB Meeting of the Society specifically called for the purpose.
- ii) Proposals for such modifications in the existing rules made by any member shall be sent to the General Secretary at least six weeks before the Annual GB Meeting or Extra-Ordinary GB Meeting of the Society.
- iii) The proposals together with amendments will be declared accepted, if agreed by two-third majority of the total members present in the meeting. Amendments will be made according to Section 13 of the Societies Registration Act, 1860.

20. Compulsory Provisions

The relevant provisions under all the sections of the Societies Registration Act, 1860, as applicable to the Union Territory of Delhi, shall apply to this Society.

21. Essential Certificate

"Certified that this is the correct copy of the rules and regulations of the Society".



(Rajendra Singh Paroda)
President, ISPGR



(Rishi Kumar Tyagi)
General Secretary, ISPGR



(Anuradha Agrawal)
Treasurer, ISPGR

September, 2015
New Delhi

Executive Council
Indian Society Plant Genetic Resources
(2015-2018)

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Print ISSN: 0971-8184 Online ISSN : 0976-1926

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