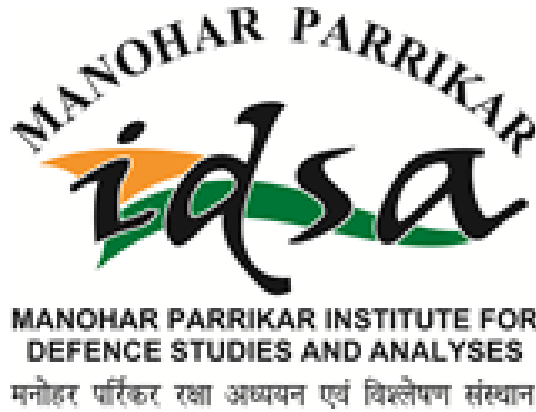


# Memorandum of Association Rules and Regulations

(As amended from time to time)



## **Manohar Parrikar Institute for Defence Studies and Analyses**

No.1, Development Enclave, Rao Tula Ram Marg,  
Delhi Cantt., New Delhi - 110 010

**Tel.** (91-11) 2671-7983

**Fax.**(91-11) 2615 4191

**E-mail:** adps.idsa@nic.in, membership.idsa@nic.in

**Website:** <http://www.idsa.in>

## **Certificate of Registration**

No. S/2866 of 1965-1966

I hereby certify that THE INSTITUTE FOR DEFENCE STUDIES AND ANALYSES has this day been registered under Societies Registration Act III of 1860(Punjab Amendment) Act 1957, as extended to the Union Territory of Delhi.

Given under my hand at DELHI this Eleventh day of November One Thousand Nine Hundred and Sixty-five.

Fee Rs.50.00 paid.

Sd/-  
SURENDER KISHORE  
REGISTRAR OF SOCIETIES, DELHI

AMENDED



GOVERNMENT OF NCT OF DELHI  
OFFICE OF THE DISTRICT MAGISTRATE, NEW DELHI DISTRICT  
12/1, JAM NAGAR HOUSE, SHAHJAHAN ROAD, NEW DELHI-110011

AMENDED CERTIFICATE OF REGISTRATION UNDER SOCIETIES  
REGISTRATION ACT, XXI OF 1860

REGISTRATION NO. S/2886/1965-66

I hereby certify that in pursuance of Section 12 and 12A of the  
Society Registration Act, 1860 the name of the Society "**Institute for  
Defence Studies and Analyses**" has been changed from

**"The Institute for Defence Studies and Analyses"**


To

**"Manohar Parrikar Institute for Defence Studies and Analyses".**

Given under my hand at Delhi on this 27<sup>th</sup> day of September 2021.

Seal  
Registrar of Societies  
Delhi



  
REGISTRAR OF SOCIETIES  
NEW DELHI DISTRICT

**Memorandum of Association**  
**of the**  
**Manohar Parrikar Institute for Defence Studies and Analyses**

1. The name of the society is “**MANOHAR PARRIKAR INSTITUTE FOR DEFENCE STUDIES AND ANALYSES (MP-IDSA)**”, (hereinafter referred to as the “Institute”).

*(It was renamed from “**THE INSTITUTE FOR DEFENCE STUDIES AND ANALYSES (IDSA)**” after due process of approvals at the 53<sup>rd</sup> Annual General Body Meeting held on 15<sup>th</sup> July, 2021 and the Extraordinary General Body Meeting held on 16<sup>th</sup> August, 2021, in accordance with Para 12 of Societies Registration Act III of 1860 (Punjab Amendment) Act 1957, as extended to the Union Territory of Delhi.)*

2. The office of the Institute will be situated in the Union Territory of Delhi (Permanent Address: MP-IDSA Campus, No.1, Development Enclave, Opposite Rao Tula Ram Marg, Delhi Cantonment ,Shankar Vihar Road, New Delhi-110 010).
3. The objects for which the Institute is established and the powers which shall be vested in the Institute are:
  - i. To initiate study, discussion and research on problems of National Security and the impact of Defence measures on economic, political and social spheres.
  - ii. To promote the study and discussion of exchange of information upon, influence of the methods of warfare upon the problems of defence techniques in defence studies and analyses, strategy, disarmament and international relations.
  - iii. To build up a body of trained personnel to undertake such studies.
  - iv. To publish through a periodical journal or otherwise the activities of the Institute and contributions to constructive thought in the field of defence studies and analyses.

- v. To establish and maintain a general and reference library and reading room and to furnish the same with books, periodicals, reviews magazines, newspapers and other publications.
- vi. To purchase, take on lease, accept as gift or otherwise acquire any land or building wherever situated in India which may be necessary or convenient for the Institute.
- vii. To construct or alter any building which may be necessary for the Institute.
- viii. To sell, lease, exchange and otherwise transfer all or any portion of the properties of the Institute.
- ix. To obtain Grants from the Central Government or States, to raise funds from other sources for promotion of the objectives of the Institute and for maintaining its activities.
- x. To give Pensions, Gratuities, charitable aid to teachers, staff and other employees or ex-employees of the Institute, or to their wives, children or other relatives or dependents to form and contribute to Provident and Benefit Funds for the benefit of any person employed by the Institute, or of the wives, children or other relatives and dependents of such other persons.
- xi. To borrow and raise money with or without security or on the security of a Mortgage, Charge or Hypothecation or Pledge, over all or any of the immovable or movable properties belonging to the Institute, or in any other whatsoever.
- xii. To give loans, scholarships, freeships, prizes and monetary assistance to students of the Institute to help in their studies.
- xiii. To invest and deal with any moneys of the Institute not immediately required for any of its objects in such a manner as may be provided by the Constitution of the Institute, and as may, from time to time, be determined.
- xiv. For the purposes aforesaid of the Institute:
  - a) To draw, make, accept, endorse and discount cheques, notes or other negotiable instruments.
  - b) To sign, execute and deliver such contracts and assurances of the property instruments and deeds as may be necessary.

xv. To do all such other acts and things as the Institute may consider necessarily, incidental to or conducive to the attainment of the above-mentioned objects or any of them.

4. The names, addresses, occupation and designations of the first members of the Executive Council to whom the management of the affairs of the Institute is entrusted, in accordance with the rules of the Institute, as required under section 2 of the Societies Registration Act XXI of 1860 are as follows:

<b>S. No.</b>	<b>Name</b>	<b>Address</b>	<b>Occupation</b>	<b>Designation</b>
1.	Shri Y.B. Chavan	New Delhi	Defence Minister	President
2.	Shri Dharam Vira	“	Cabinet Secretary to the Government	Member
3.	Gen J.N. Chaudhuri	“	Chief of Army Staff	Member
4.	Shri K.C. Pant	“	Member of Parliament	Member
5.	Shri L.K. Jha	“	Secretary to the Prime Minister of India	Member
6.	Shri S. Bhoothalingam	“	Secretary to the Government of India in the Ministry of Finance	Member
7.	Shri N. Dandekar	“	Member of Parliament	Member
8.	Shri P.V.R. Rao	“	Secretary to the Government of India in the Ministry of Defence	Member
9.	Shri H.C. Sarin	“	Secretary to the	Member

Government of  
India in the  
Department of  
Defence Production

10. The Director General of the Institute	“	Member & Principal Secretary (Ex- officio)
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The above Executive Council shall remain in office for two years from the date of registration of the Institute.

A copy of the Rules and Regulations of Society has been filed with the Registrar of Societies, Delhi, with the Memorandum of Association as required under Section 2 of the Act.

5. 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 out hands hereunto and form ourselves into a Society under Act No. XXI of 1860(Punjab Amendment Act, 1957) as extended to Delhi this day of 11<sup>th</sup> November , 1965 at New Delhi:

S. No.	Name, Address and Occupation of Signatories	Signature of Member	Name, Address and occupation of witness	Signature of witness
1.	Shri Y.B. Chavan Home Minister New Delhi	Sd/-	(K. Subrahmanam) Deputy Secretary Ministry of Defence	Sd/- K. Subrah- Manyam
2.	Shri Dharam Vira Cabinet Secretary New Delhi	Sd/-	-do-	-do-
3.	Lt. Col. H.H. Maharaja Manabendra Shah of Tehri Garhwal, Member of Parliament, New Delhi	Sd/-	-do-	-do-

- |     |  |      |      |      |
|-----|--|------|------|------|
| 4.  | Dr. J.N. Khosla<br>Director,<br>Indian Institute of Public<br>Administration<br>New Delhi    | Sd/- | -do- | -do- |
| 5.  | Shri A.D. Pandit<br>Secretary to the Govt.<br>of India , New Delhi                           | Sd/- | -do- | -do- |
| 6.  | Shri L.K. Jha<br>Secretary to the Prime<br>Minister, New Delhi                               | Sd/- | -do- | -do- |
| 7.  | Shri S. Bhoothalingam<br>Secretary to the Govt.<br>of India in the Ministry<br>of Finance    | Sd/- | -do- | -do- |
| 8.  | Shri B. Shiva Rao<br>85, Lodhi Estate<br>New Delhi   | Sd/- | -do- | -do- |
| 9.  | Shri N. Dandekar<br>Member of Parliament<br>New Delhi  | Sd/- | -do- | -do- |
| 10. | Shri P.V.R. Rao<br>Secretary to the Govt.<br>of India in the Ministry<br>of Defence          | Sd/- | -do- | -do- |
| 11. | Shri H.C. Sarin<br>Secretary to the Govt.<br>of India in the Deptt. Of<br>Defence Production | Sd/- | -do- | -do- |

6. The names, addresses, occupation and designation of the governing body while renaming of **“The Institute for Defence Studies and Analyses”** to **“Manohar Parrikar Institute for**



**Defence Studies and Analysis”** along with their names, addresses, occupation and designation in the Society are as follows:

<b>S. No.</b>	<b>Name</b>	<b>Address</b>	<b>Occupation</b>	<b>Designation</b>
1.	Shri Rajnath Singh	New Delhi	Defence Minister	President
2.	Air Marshal V. K. Bhatia (Retd)	Gurugram, Haryana		Member
3.	Vice Admiral Shekhar Sinha (Retd)	Noida, Uttar Pradesh		Member
4.	Amb Ashok Sajjanhar	Greater Noida, Uttar Pradesh		Member
5.	Lt General Rakesh Sharma (Retd)	Greater Noida, Uttar Pradesh		Member
6.	Shri Tarun Vijay	New Delhi	Chairman of National Monuments	Member
7.	Prof K. P. Vijaylakshmi	New Delhi	Faculty, Jawaharlal Nehru University	Member
8.	Shri Jayant Misra	Gurugram, Haryana		Member
9.	Sujan R. Chinoy	New Delhi	Director General & Principal Secretary of EC	Ex-Officio Member
10.	Dr. Ajay Kumar	New Delhi	Defence Secretary	Ex-Officio Member
11.	Harsh Vardhan Shringla	New Delhi	Foreign Secretary	Ex-Officio Member
12.	Maj Gen (Dr) Bipin Bakshi (Retd)	New Delhi	Deputy Director General	Ex-Officio Member

**Rules and Regulations**  
**of the**  
**Manohar Parrikar Institute for Defence Studies and Analyses**

**‘Preliminary’**

1. In these presents if not inconsistent with the subject or contexts, the words set out in the first column of the table below shall bear thereof:

**Words**

**Meanings**

“The Institute”	The Manohar Parrikar Institute for Defence Studies and Analyses
“The General Body”	The General Body of the Institute
“The Council”	The Executive Council of the Institute
“The President”	The President of the Institute
“The Director General”	The Director General and Principal Secretary of the Institute <sup>1</sup>
“Chairman”	The member elected by those present at any meeting to preside over the meeting in the event that the President be not present

2. The General Body of the Manohar Parrikar Institute for Defence Studies and Analyses (hereinafter referred to as ‘the Institute’) shall be composed of Life Members and Members. The total number of General Body Members shall not ordinarily exceed 400<sup>2</sup> as 125 Life Members & 275 Members but the Executive Council may, from time to time, whenever the Institute or the business thereof so requires, admit persons as members of the Institute by exceeding the said limit.

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<sup>1</sup> Title changed from Director to Director General (DG), EGM-04<sup>th</sup> March 2004

<sup>2</sup> As amended in 46<sup>th</sup> AGM dated 10<sup>th</sup> November 2012 that total number of General Body Members will be 400 with 125 Life Members & 275 Members.

3. **Members:** The following persons shall be **Members**<sup>3</sup> of the Institute:
- I. Persons whose names are entered as Members on the Roll of Members of the Institute maintained for the purpose on the date of registration of the Institute; and
  - II. Persons admitted, from time to time, by the Executive Council as Members of the Institute on application made in the prescribed form.
4. **Corporate Members:** The Executive Council may, on application in the prescribed form, admit on such conditions as may be specified in each case as a Corporate Member of the Institute, any authority or organization within the public services, any approved association of members of any such services, any University, department or Institute devoted to the study of public administration, any statutory corporation, and joint stock company, and registered society or any registered business establishment.
5. **Associate Members:** The Executive Council may on application in the prescribed form, admit on such conditions, as may be specified in each case, as an Associate Member of the Institute, any person who is a member of the Defence Services or of a Civil Service of the Union or the States, University Professor, Lecturer, student and any other such person. An Associate Member will have the same privileges as Members, but will not be entitled to vote at the General Body meetings of the Institute.
6. **Life Members:** The Executive Council may, on application in the prescribed form, admit on such conditions, as may be specified in each case and on payment of “one-time membership fee”<sup>4</sup> as may be specified by it, from time to time, any person qualified to be a Member as a Life Member of the Institute
7. The admission of Members and Associate Members is entrusted to the Executive Council, who shall have an absolute discretion, as to

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<sup>3</sup> As amended in 44<sup>th</sup> AGM dated 27<sup>th</sup> December 2010. Ordinary Members renamed as Members

<sup>4</sup> As amended in 56<sup>th</sup> AGM dated 16<sup>th</sup> November 2023.

admission of Members and Associate Members from eligible candidates, and as to the manner in which the selection is carried out. In order to qualify for membership, candidates should be able, in the option of the Executive Council, to further the study on strategy and defence by reason of experience, calling or special knowledge.

8. **President** : The President of the Institute shall be appointed by election at Annual General Meeting from among the members. He/ She shall hold office for a period of two years co-terminus with that of the Executive Council and till the appointment of his successor at the next Annual General Meeting. He/ She shall be eligible for re-election. In case of a Cabinet Minister of Govt. of India (Raksha Mantri, by convention) being elected as the President, MP-IDSA, there would be no requirement of re-election till the end of the incumbent's tenure in the Union Cabinet.<sup>5</sup>
9. **Director General** : The Director General of the Institute shall be appointed as prescribed vide DoPT letter no. AB.14017/11/2004-Estt. (RR) dated 30<sup>th</sup> July 2007<sup>6</sup> and the terms of office and other conditions of services shall be prescribed by the Appointments Committee of the Cabinet (ACC).
10. **Executive Council**: Composition of the Executive Council: As hereinafter provided, the Executive Council of the Institute shall be composed of:
  - (i) The President of the Institute
  - (ii) Not less than 8 and not more than 10 members of the Institute elected by the members
  - (iii) Director General of the Institute (Ex- officio)
  - (iv) The Deputy Director General (Ex-officio)<sup>7</sup> and the academic staff member<sup>8</sup>. The latter will be co-opted for one year at a time in order of seniority from among the regular academic

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<sup>5</sup> As amended in 56<sup>th</sup> AGM dated 16<sup>th</sup> November 2023.

<sup>6</sup> As amended in 56<sup>th</sup> AGM dated 16<sup>th</sup> November 2023.

<sup>7</sup> Incorporated as Ex-officio member at 18<sup>th</sup> AGM dated 23 November 1984. DDG will be selected through a Search and Selection Committee as prescribed vide DoPT letter no. AB. 14017/24/2022-Estt. (RR) dated 31<sup>st</sup> August 2022 (incorporated as footnote by 56<sup>th</sup> AGM dated 16<sup>th</sup> November 2023)

<sup>8</sup> Incorporated at 12<sup>th</sup> AGM dated 31<sup>st</sup> January 1979

staff member. The scholars under the Fellowship Award (T&C) Rules – 2011 should also have the opportunity to be co-opted as Staff Representative<sup>9</sup> to the EC.

- (v) The Foreign Secretary and Defence Secretary co-opted as 'Ex-officio Members'.<sup>10</sup>

11. The members of the Executive Council shall remain in office for a period of two years and till the new Executive Council is constituted.

12. (i) The Council shall have powers at any time to appoint any qualified person to be a member of the Council either to fill a casual vacancy or as an additional member of the Council provided that the total number of members of the Council shall not at any time, exceed the maximum number i.e. 12.

(ii) Any person so appointed by the Executive Council in a casual vacancy or as an additional member of the Council shall hold office till the new Council is constituted. The term of an EC member cannot be more than 2 consecutive tenures<sup>11</sup> of two years.

(iii) Temporary vacancies arising as a result of a member informing the Council of his intention to be absent from Delhi for more than one month, may be filled by the Council at their discretion for the period of such absence.

### 13. (a) **Powers and Functions of the Executive Council**

Subject to the general control and directions of the General Body, the Executive Council shall be responsible for the management and the administration of the affairs of the Institute in accordance with the these rules and the bye-laws made thereunder for the furtherance of its objects and shall have all powers which may be necessary or expedient for the purpose. Such powers and

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<sup>9</sup> Incorporated in the 49<sup>th</sup> AGM dated 30<sup>th</sup> October 2015

<sup>10</sup> A long standing practice, incorporated formally at the 56<sup>th</sup> AGM dated 16<sup>th</sup> November 2023

<sup>11</sup> As Amended in 35<sup>th</sup> AGM dated 30<sup>th</sup> November 2001

functions will be in accordance to guidelines issued for autonomous bodies registered as Society like MP-IDSA, from time to time.<sup>12</sup>

(b) Without prejudice to the generality of the powers conferred by the following Sub-Rules, the Executive Council shall have the powers:

- (i) To look after, supervise the management of the Institution and to expend money required for the purpose
- (ii) To prepare and submit to the Annual General Meeting, the Balance Sheet, the Audited Accounts and the Annual Report of the previous year.
- (iii) To pay all rates, rents, taxes, salaries and remuneration of the employees of the Institute.
- (iv) To take decisions on application for membership
- (v) To prepare and execute detailed plans and programmes for the furtherance of the objects of the Institute.
- (vi) To receive, to have custody of and to expend the funds of the Institute and to manage the properties of the Institute.
- (vii) To appoint and control such staff as any be required for efficient management of the affairs of the Institute and to regulate their recruitment and conditions of service.
- (viii) To negotiate and enter into contracts for and on behalf of the Institute, and to vary and resume such contracts.
- (ix) To sue, prosecute and defend all legal proceedings on behalf of the Institute.
- (x) To appoint, from time to time, any Committee or Sub-Committee as may be thought fit and to delegate any of the powers to them for disposal of any business of the Institute or for advice in the matter pertaining to the Institute.
- (xi) To consider any specific matter, the Executive Council shall have the power to nominate not more than two experts at a time to itself and to the various Committees that may be set up.
- (xii) To make, adopt and vary from time to time, bye-laws for the regulation of and for any purposes connected with the

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<sup>12</sup> As incorporated in 56<sup>th</sup> AGM dated 16<sup>th</sup> November 2023

management and administration of the affairs of this Institute and for furtherance of its objects, in particular to make, adopt and vary, from time to time, bye-laws of conducting the business of the Executive Council.

- (c) A resolution of the Executive Council may also be passed by circulating the draft in writing among the members of the Executive Council and if a majority of the members of Executive Council approve of it, then, such a resolution shall be valid and effective as if it had been passed at a meeting of the Executive Council duly convened and held.

## **NOTICE OF GENERAL MEETING**

14. The Annual General Meeting of the General Body which will ordinarily be held in October<sup>13</sup> each year and any Extra General Meeting at which it is proposed to pass as a special resolution, shall be called by the Principal Secretary after giving at least twenty-one day's notice of the date, time, place and general nature of business to be discussed at such meeting and shall transact the following business:

- (a) Election of the **President** of the Institute and other members of the Executive Council at every alternate Annual General Meeting;
- (b) Consideration of the Annual Reports
- (c) Consideration of the Balance Sheet and the Audited Accounts of the previous year;
- (d) Appointment of the Auditor for the ensuing year;
- (e) Other business on the agenda; and
- (f) Such other business as may be brought forward with the permission of the Presiding Officer.

## **VOTE OF MEMBERS**

15. Every question shall be decided by the General Body by a

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<sup>13</sup> As Amended in 48<sup>th</sup> AGM dated 22<sup>nd</sup> November 2014

majority of those present and voting. Every member shall have one vote and in case of equality of votes the Presiding Officer shall have a second or casting vote.

## **SUBSCRIPTIONS**

16. (a) The subscription for 'Life Membership' shall be Rs.6,000/-

(b) The annual subscription for 'Member' shall be Rs.750/-

17. (i) The annual subscription payable by a Corporate Member which represent commercial organizations will be Rs.1,00,000/- per annum<sup>14</sup>.

Corporate Members which are nonprofit like universities, teaching institutions, research institutions or think tanks will continue to have a membership fee of Rs.2,000/-

(ii) The annual subscription payable by an Associate Member shall be Rs500/-<sup>15</sup>

18. Subscriptions/ membership fee can be reviewed, updated and modified by the Executive Council, from time to time.<sup>16</sup>

19. The accounts of the Institute shall be audited by the Auditors appointed for the purpose at the Annual General Meeting.

20. The President of the Institute shall preside at, conduct and regulate all meetings of the Institute, the Executive Council and any Committee or Sub- Committee of which he may be a member and his rulings on any point or order and decision as to the results of voting shall be final and conclusive. The President shall, in addition to his rights and voting as a

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<sup>14</sup> As amended in 44<sup>th</sup> AGM dated 27<sup>th</sup> December 2010, Corporate Membership fee increased for Commercial Organizations.

<sup>15</sup> As amended in 55<sup>th</sup> AGM dated 7<sup>th</sup> November 2022. Fee increased w.e.f. April 1, 2023

<sup>16</sup> As amended in 56<sup>th</sup> AGM dated 16<sup>th</sup> November 2023



member, have a casting vote in case of tie. In the absence of the President, the members present shall elect a Chairman for the meeting from among themselves and such Chairman shall also exercise all such powers.

21. **Director General:**

- (i) The Director General shall be the Chief Executive Officer of the Institute and shall look after the affairs of the Institute under the general control, superintendence and directions of the Executive Council. The Director General or any member of the Executive Council, authorized by a resolution passed in that behalf, may execute any instrument, deed or contract for and on behalf of the Institute or members of the Executive Council thereof.
  
- (ii) The Principal Secretary shall convene meeting of the Institute, Executive Council and any Committee or Sub-Committee or any other meeting which it may be necessary to be called. He/ She shall keep or cause to be kept proper Minutes of the meeting of the Institute and of the Executive Council and he/ she will do everything necessary to give effect to the resolutions passed by the general meeting of the Institute as also to those passes by the Executive Council and any committee and any Committee or Sub-Committee.

22. The Institute may sue or to be sued in the name of the Director General who shall, for the purpose of Section 6 of the Societies Registration Act XXI of 1860, be the Principal Secretary of the Institute and the Executive Council.

23. The banking account of the Institute shall be kept in its name and shall be operated upon by the Director General of the Institute.

24. If subscription of a member is overdue for more than one year his/her membership will stand lapsed. However, the member would be eligible to reapply for membership again subject to clearance of all outstanding dues.<sup>17</sup>

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<sup>17</sup> Added in as a new para in 34<sup>th</sup> AGM dated 30<sup>th</sup> November 2000

25. Any member who has committed a breach of any of the rules of the Institute or who has refused or neglect to abide by any such rules or who has committed any act which, in the opinion of the Executive Council, is calculated or likely to bring discredit to the Institute, may be removed from the membership of the Institute by a resolution passed at a special meeting of the Executive Council convened for the purpose after giving at least twenty- one day's notice thereof to every member when the total number of votes cast in favour of such resolution are not less than three times the number of votes cast against the same:

Provided that no such resolution shall be passed unless the member concerned is informed by the registered letter with acknowledgement due at least twenty-one days before such meeting of the date, time and place of the meeting and of the grounds on which it is proposed to remove him from membership of the Institute and is given an opportunity to explain his conduct to the Executive Council in writing or in person at such meeting.

26. The provisions of the MoA are to be read in conjunction with the guideline issued by Government of India (GoI) from time to time, applicable to autonomous bodies like MP-IDSA.<sup>18</sup>

### **Amendment to Rules**

27. The above-mentioned rules may be amended, added to or altered at the Annual General Meeting of the Institute.

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<sup>18</sup> As incorporated in 56<sup>th</sup> AGM dated 16<sup>th</sup> November 2023.