

# বাংলাদেশ প্রাণিবিজ্ঞান সমিতি

ZOOLOGICAL SOCIETY OF BANGLADESH



সংবিধান

CONSTITUTION

Amended on 2014

This constitution was first drafted in 1972. This constitution was amended on 6.2.1982; 19.11.1983; 26.1.1994; 26.1.1995 and 19.04.2014.

# বাংলাদেশ প্রাণিবিজ্ঞান সমিতি

## ZOOLOGICAL SOCIETY OF BANGLADESH

### Article – I

Name:

This Organization shall be known as

বাংলাদেশ প্রাণিবিজ্ঞান সমিতি

Zoological Society of Bangladesh (ZSB)

### Article –II

#### Object

The object of the Society shall be the promotion of the Science of Zoology in all its branches, both pure and applied.

### Article –III

#### Membership

1. The membership shall be of the following categories in addition to Fellows and Honorary Fellows: (i) Members (ii) Associate Members (iii) Student Members (iv) Life Members.
2. **Qualifications for various types of membership :**
  - a. **Members:** All persons holding Master's degree of Bachelor's degree with at least two years research/ teaching experience in Zoology or allied fields and engaged in teaching and / or research in those fields shall be eligible for election as Member of the Society. And those interested in Zoology or working as professionals in different applied branches of Zoology shall also be eligible for election as Member of the Society.
  - b. **Associate Members:** Any person interested in any aspect of Zoology is eligible for associate membership of the Society on the recommendation of a Fellow/ Member. He / She shall have all the privileges of a member, except the right of holding office or of vote.

- c. **Student Members:** Any student of any branch of Zoology is eligible for student membership of the Society on the recommendation of a Fellow/Member. He or She will enjoy the same privilege as an Associate member.
- d. **Life Member:** An ordinary member paying 2000/- or more at a time shall be entitled to life membership. Standing members for 10 (ten) years or more shall pay half of the normal life membership fee. He or She will enjoy all rights and privileges of a member.
- e. **Fellows :** Fellows will be elected from among distinguished workers in any branch of Zoology. A Fellow should have at least a Bachelor's degree and adequate number of publications in recognized scientific journals or should have at least 7 years of experience in research and or teaching in any branch of Zoology.
- f. **Honorary Fellows :** A person may be conferred to the Honorary Fellowship of the Society in recognition of his long and distinguished service in the field of Zoology and allied fields but may not have formal degree in Zoology. He or She Shall be exempted from payment of dues and enjoy all the privileges of Fellows.
- g. **Advisory Board:** There will be an Advisory Board of not more than eleven members. Their role will be to advise the society and executive committee on the various aspects of the society. They will represent the society in national and international arena. They may advise the society in fund raising and help in making international linkages. They may also help in resolving disputes and conflicts (if any) arise in the society.

### 3. Mode of election of members :

- a. **Members/ Associate Members/ Student Members/ Life Members :** Those seeking election shall apply to the General Secretary of the Society on the prescribed application form, duly proposed and seconded by Members/ Fellows along with the admission and annual membership fee. The Council of the Society in its next meeting, shall elect the candidate as a Member/ Associate Member/ Student Member/ Life Member by a simple majority vote.
- b. **Fellows :** Name of Fellows can be proposed and seconded by any Member/ Fellow. The Council shall elect the Fellow by a simple majority vote.
- c. **Honorary Fellows :** The Executive Council on a proposal by two Council Members of six Fellows submitted in writing to the General Secretary, shall elect an Honorary Fellow by a two-thirds majority vote. Not more than two Honorary Fellows may be elected in any one year.

### 4. Privileges of Members and Fellows :

All Members/ Fellows in good standing shall have the right to be present, to state their views, vote, to present papers at all meetings and propose candidates for admission into

the Society. They shall also be entitled to receive a copy of the “Journal” of the Society and other publications at reduced rate.

#### **Article - IV** **Management**

- A. **Office :** The Office of the General Secretary shall be at Dhaka. In addition there will be seven Regional Offices; Rajshahi, Chittagong, Mymensingh, Khulna, Barisal, Sylhet and Rangpur.
- B. **Council :** the affairs of the Society shall be conducted by the Council, consisting of the following officers, to be elected from among Fellows/ Members.
1. **President :** He or She shall preside at the meetings of the Society and the Council and shall regulate all the proceedings therein. He or She shall, in case of equality of votes, have a double or casting vote.
  2. **Vice- President :** There shall be **three** Vice- Presidents. The Chairman of the Department of Zoology, University of Dhaka will be the Ex-Officio Vice President of the ZSB. They shall carry out all the functions of the President in his absence.
  3. **General Secretary :** He or She shall exercise general supervision on the affairs of the Society, and shall be responsible to the Council for the proper conduct of all correspondence on behalf of the Society. He or She shall present minutes of all the meetings, and shall maintain an up to-date list of all categories of Members and Fellows with their latest addresses.
  4. **Joint Secretaries :** There shall be **two** Joint Secretaries. They shall assist the General Secretary in the conduct of the affairs of the Society and shall act as the Secretary in his absence.
  5. **Regional Secretaries :** There shall be **seven** Regional Secretaries with the status of Joint Secretary of the Society. They will hold a office regionally and shall be responsible to conduct Seminar and Symposia at the respective regions with the prior approval of the Council.
  6. **Treasurer :** He or She shall be responsible for receiving the subscriptions and other dues, payable to the Society, and for the disbursement of all money payable to the Society. He or She shall not spend any amount in excess of what has been fixed by the Council and shall report all expenditures at the meetings of the Council.
  7. **Public Relation Secretary:** He/ She shall be responsible for maintaining liaison with different subcommittees to be formed during AGM, electronic and print media and issue press notes in consultation with the President of the society.
  8. **Members of the Council:** There shall be **ten** members of the Council in addition to the office-bearers. Immediate past General Secretary of ZSB will be Ex-Officio member of the Council.
  9. **Quorum :** The Quorum for the Council meeting shall be 9 (nine).

- C. **Editorial Board of the Journals :** There shall be three Editorial Boards. One for the English Journal ( Bangladesh Journal of Zoology), one for the Bengali Journal (প্রাণিবিজ্ঞান) and one for the Bengali Newsletter (শঙ্খচিল). Each Editorial Board shall consist of one Editor-in-Chief, One Associate Editor and five members, to be nominated by the Council from among the Fellows/ Members. The same person may be nominated in more than one Board. The Editorial Boards shall be responsible for all matters concerning publication of the Journals. The members of the Editorial Boards shall, as far as possible, represent different major branches of Zoology. The term of office of the Editorial Board shall be two years extendable for a second term. General Secretary shall be an Ex-Officio member of the Editorial Boards.

#### **Article- V Funds**

1. Every Member and Associate Member upon his election shall pay a sum to TK. 100/- as his admission fee and a sum of TK. 100/- as his first annual subscription or as may be prescribed from time to time by the Society. He or She shall then pay regularly his subscription annually in advance in the month of January each year.
2. Every Student Member upon his election shall pay a sum to TK. 50/- as his admission fee and a sum of TK. 50/- as his first annual subscription or as may be prescribed from time to time by the Society. He or She shall then pay regularly his subscription annually in advance in the month of January each year.
3. Every Fellow upon his election shall pay the subscription TK. 200/- or as may be prescribed from time to time by the Society, annually payable in advance in the month of January each year.
4. A Member/ Fellow who is not a resident of Bangladesh, shall pay a sum of GBP 10.00 or USD 15.00 or its equivalent as his admission fee and a sum of GBP 10.00 or USD 15.00 as his annual subscription or as may be prescribed from time to time by the Society, Annual subscription payable in advance in the month of January each year.
5. A Life Member shall pay TK. 2000/- or more in one installment. Standing members for 10(ten) years or more shall pay half of the normal life membership fee.
6. If the annual subscription be not paid by a Fellow or Member within a reasonable time after the due date, the Journals and other publications of the Society shall no longer be sent to him or her and if it is still unpaid at the end of the fifth year by 31<sup>st</sup> December after being duly notified, his/her name shall be removed from the register of Members/ Fellows. If, however, at any time during this period his arrears of subscription be paid in full, all his/ her privileges as a Member/ Fellow shall be restored.

7. The Council may refix the rate of membership fees, the subscription of the Bangladesh Journal of Zoology and other publications of ZSB, conference fees as and when necessary.
8. Prior to each annual meeting, the Treasurer shall prepare a statement of the Society's account for submission to the Auditor, appointed by the Council. The audit report shall be presented at the annual meeting.
9. The Council shall be empowered to raise and receive donations and bequests.
10. The fund of the Society shall be deposited in any Bank of Bangladesh, to be decided by the Council. The Bank account shall be operated jointly by any two of the President, General Secretary and Treasurer.
11. **Trust Fund:** The Annual General Meeting of 26.1.1995 resolved to create a Trust Fund to be designated as 'The Zoological Society of Bangladesh Trust Fund'. An eight member committee was constituted to draft the constitution of the Trust Fund and open a Savings Account with the Agrani Bank, Dhaka University Branch for deposition of donations to the Fund. Till the final nomination election of the Board of Trustee the Trust Fund Account will be operated jointly with the signature of any two of the President, General Secretary and Treasurer of the Society.

#### **Article – VI Publications**

1. The regular publication of the Society in English shall be known as the '*Bangladesh Journal of Zoology*' and shall be published at such time or such prices as the Council shall direct for each part of volume. The journal will publish original research papers.
2. The Society shall publish a Bengali Magazine (প্রাণিবিজ্ঞান) and a Newsletter to be known as (শঙ্খচিল) and shall be published at such time or such prices as the Council shall direct for each part of volume.
3. The Society may publish monographs on special subjects, as and when received.

#### **Article- VII Meetings**

There shall be four types of meetings (i) Ordinary, (ii) Annual, (iii) Extra-ordinary, (iv) Temporary and Special Committee meeting. All meetings shall be convened by the General Secretary in consultation with the President.

**Ordinary meetings :** These shall be held from time to time, as determined by the Council, and intimation shall be sent to the Fellows/ Members about a

week before such a meeting. If any member of the Council found to be absent for three consecutive meetings without any valid reason, his/ her membership will be terminated from the Council.

**Annual General Meeting :** This shall be held normally in the month of December, to be decided by the Council. Notice of such a meeting shall be sent to the Fellows/ Members at least one month before the meeting. The Quorum of the AGM should be at least ten percent of the total members of the good standing.

**Extra- ordinary Meeting :** An Extra- ordinary meeting may be convened by the General Secretary in consultation with the President in an emergency or if a notice is given by at least 20 members in writing. A three days' notice is necessary before such a meeting can be held.

**Temporary and Special Committee meeting :** Meeting of Temporary and Special Committees, appointed by the President, shall be held according to the need and time and in consultation with the office-bearers.

## **Article – VIII**

### **Method of Election of Council**

1. The Executive Council of the Society shall be elected for a 2 year term, shall continue in office till it hands over the changes to the next elected Council, normally within three weeks after its tenure has expired.
2. The Election of office bearers of the Council shall normally be held during the Annual General Meeting of the year, when the term of the outgoing Council expires.
3. The Election shall be conducted by a special committee of three to be constituted by the President for the purpose before the Election is due.
4. The General Secretary shall supply the list of voters (Members who have paid all dues before the publication of the voter list)/ Fellows in good standing with their addresses to the Election Committee to facilitate the holding of the election. The list of valid Voters shall be posted at the office of the ZSB seven days before the Election. The election shall be held either by secret ballot or by show of hands. In case of a tie the matter shall be decided by the Election Committee.
5. A candidate shall be declared to have been elected by a simple majority of votes.

6. Any vacancy caused in the Council by death, resignation, removal or absence from the country for more than six months shall be filled in by the Council till the next election.
7. No person shall hold and occupy a post in the Council for more than three consecutive terms, but he/she shall be eligible for election to any other post.
8. General Members/ Life Member/ Fellows in good standing only shall contest, propose, second, or vote in the election.

## **Article – IX**

### **Amendments**

Any amendment to any of the provisions of the constitution may be made by a two- thirds majority of the members present in the Annual General Meeting. Any proposed change must be supported by at least 20 General Members/ Life Members/ Fellows, who only are eligible to bring in amendment proposals and to participate in the poll.