

Guide Lines for Formation of New ISG Chapter

1. **Guide-lines for the Chapters:**

- 1) Local Chapter can be formed in a city/town having 15 or more Life Members. The area of jurisdiction of a chapter is 40 km radius of the town.
- 2) Chapter should have formal recognition / approval from the **Executive Council (EC) of ISG.**
- 3) Each Chapter shall conduct its affairs in accordance with the Memorandum, and Regulations of the Society.
- 4) **Office bearers of the Chapters** shall include Chairman, Secretary, Treasurer and five members, elected once in three years at the Chapters General Body Meeting. In addition, Vice-Chairman and Joint Secretary can also be elected provided the Chapter has large members. All office bearers shall be eligible for re-election for another term. The term would be coincident with the term of the Executive Council of the Society.
- 5) The 10th AGM of the Society decided that each **Chapter should conduct following mandatory activities every year:**

Activity	Date
I) Science-Day	28-February
ii) GIS Day	Normally, 3 rd Sunday of November
iii) Technology-Day	11-May

Chapters should also organize popular lectures, quiz programmes for students, training programmes, and regional workshops/panel discussions related to specific problems of the region.

- 6) The chapter should raise funds within the state to organize the above activities.
- 7) Financial support from ISG to Chapters:
 - i) **New Account Opening Grant:** Once the new Chapter is formed with ISG-EC's approval, an amount of Rs. 5000/- will be provide by ISG to open the new account in the Name

of the chapter in any nationalized bank, nearest to the Head quarter of the Chapter. Preferably the account may be opened in State Bank of India, since ISG HQ is account in SBI.

- ii) **Chapter's Share:** The Society will provide Chapter's share to the tune of 50% the annual interest accrued from the subscription amount received from the Members of the chapter, annually.
 - iii) **Grant-in-Aid:** This shall be considered for conducting major event in a Financial Year (FY), up to an amount of Rs. 20,000/- shall be provided, subject to programme approval by EC of ISG.
 - iv) **Sharing of Symposium Savings:** If a Chapter is authorized to conduct annual symposium of the Society, organizing Chapter will get 30 per cent of the surplus revenue of the symposium.
 - v) **Seed Money for National Symposium:** Normally, ISG provides seed money up to Rs. 100,000/- to conduct the National Symposium. This seed money has to be refunded promptly to ISG within one month after the symposium.
- 8) The audited financial report for each FY should be sent to ISG by June end.
- 9) The Society may decide to close a Chapter by giving a notice of three months if the provisions of guide-lines 2, 3, 4, 5 and 8 are not followed. All rights to funds and properties of the Chapter in that case, automatically vest with the Society.
- 10) This has approval of the Executive Council (EC) of Indian Society of Geomatics (ISG).

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