

[1] PARTICULARS OF ITS ORGANIZATION, FUNCTIONS AND DUTIES

Organization Details:

Gujarat State Biotechnology Mission is a society established by Govt. of Gujarat & registered under the society's registration Act, 1860 and the Bombay Public Trust Act, 1950

Name : Gujarat State Biotechnology Mission[GSBTM]

Location: Block 11, 9th Floor, Udyog Bhavan, Gandhinagar

OBJECTIVES:

THE GSBTM shall act as an independent and autonomous body to plan, implement, coordinate, monitor and facilitate the development of biotechnology in the state and shall have in general, the following aims and objectives:

- 1.1 To undertake, promote, assist and coordinate in planning, implementation and monitoring of the activities, programs, schemes of biotechnology, especially in the fields of Agri-horticulture, Industry, Pharma and Health-care, Marine, Animal Husbandry, Forestry and Environment, in the State for the overall socio-economic welfare of the people of Gujarat.
- 1.2 To study, examine, review, including Central Government policies, international covenants, World Trade agreements in the area of science and biotechnology, make suitable suggestions, recommendations and advise the state Government on formulation of policies and measures of technical, administrative, and of legal nature and implement the State Biotechnology Policy and program, as may be framed and approved by the State Government, for the overall development of Biotechnology.
- 1.3 To integrate the lessons, learnt from various government organizations and non-government organizations projects, into the mainstream of biotechnology
- 1.4 To undertake and facilitate policy oriented research, initiate and support, dialogue for policy review and advocate suitable changes in policy framework of biotechnology.
- 1.5 To assist, support, promote, coordinate, and catalyze the development of biotechnology, with reference to infrastructure, manpower and technology up-gradation.
- 1.6 To develop, facilitate, coordinate, establish and monitor the Biotechnology Park(s), at a place or places in State of Gujarat as may be approved by the State Government.
- 1.7 To promote, co-ordinate, establish and exhibit the interaction of Science and Biotechnology, between Institutions and Organizations of the Central and State Governments, and/or International, academic, research, analysis and manufacturing sector, for the promotion of Biotechnology sector.
- 1.8 To design, develop or undertake Exhibitions and demonstration of Equipments and educational technology on the frontier areas of biotechnology irrespective of race, cast, religion, community or social status.
- 1.9 To set up, support and administer center(s) of excellence, specialized institutes, laboratories, with specific objective of facilitating biotechnology development.

- 1.10 To initiate, promote, support, assist, coordinate, undertake and encourage research in biotechnology independently or in collaboration with agencies, institutes, organizations, individuals, Government and Non Government bodies of state, Region, National and International level.
- 1.11 To undertake and encourage research training for:
 1. Development of Biotechnology
 2. Conservation, evaluation and utilization of the nation's Biological wealth.
 3. Development and harnessing benefit of Biotechnology in all spheres of society.
 4. Technology development, information dissemination and Communication.
- 1.12 To establish and award research in relevant fellowship, prizes, trainee-ships, to finance specific research in the areas, considered relevant to the development of Biotechnology in Gujarat and to publish papers, books, journals, periodicals, newsletters, leaflets, etc. devoted to the activities of Biotechnology.
- 1.13 To coordinate, cooperate and collaborate with educational, research and other institutions including corporate and private organizations, in any part of the world, having objectives, wholly or partially similar to those of this society.
- 1.14 To initiate, promote, support, facilitate, coordinate and undertake skill development, capacity building, scientific expertise and professional manpower in all the fields of biotechnology in the state through strengthening of biotechnology education, including development of institutions and networking.
- 1.15 To organize or to assist to organizing training courses, workshops, seminars, conferences, discussions, dissertation, consultancy services and exhibition, independently or in association with other, agencies for the benefit of and development of biotechnology sector;
- 1.16 To promote, assist or support advancement of Education in Biotechnology with or without help of institutions, schools, museums, collages or other bodies or by sponsoring the needy students and also to impart training of personnel.
- 1.17 To enter into agreement, in consultation with State Government, with foreign agencies and like Institutions in specialized areas pertaining to the activities related to Biotechnology for exchange of professionals, study tours, training, conducting joint projects, providing technical assistance in the establishment of institutions and for other matter consistent with the aims and objectives of Society.
- 1.18 To organize study tours within the country for the benefit of Development of Biotechnology Sector.
- 1.19 To undertake, co-operate and assist the academic institutions and organizations in formulation of their syllabi and in scheduling of programme for teaching and training courses including conducting of examinations in the field of Biotechnology.
- 1.20 To create provide and strengthen new forum(s) to facilitate interaction among professionals, agencies, organizations, institutes to enable the exchange and updating of skills and knowledge in the field of biotechnology.
- 1.21 To participate or promote or sponsor, participation of institutes, organizations, individuals in fairs, workshops, seminars, conferences, exhibitions, at local, regional, national and international level, independently or in association with other agencies, Government or non government, for the benefit of development of biotechnology sector.
- 1.22 To collaborate with existing network(s) at all levels – Local, Regional, National and International --- for exchange of information, strengthening partnerships and support, assist, facilitate and coordinate the activities of various organization, trusts, Institutes, Government, Private or corporate bodies, engaged in the field of biotechnology for promoting cooperation among them for the overall development of biotechnology.
- 1.23 To interact, collaborate, enter into agreement with foreign scientific institutes, agencies, organization, in any part of the world, having expertise in specialized areas of biotechnology for providing technical and financial assistance for the purpose of establishment of technical, training institutes and development of infrastructure.

- 1.24 To facilitate, monitor, supervise, guide and improve the biotechnology in the state by devising the mechanism for study, evaluation and knowledge / technology augmentation.
- 1.25 To constitute committee(s), study groups, working groups, task forces and if necessary, establish or help to establish new institution(s) to achieve the objective of development of biotechnology in the state.
- 1.26 To establish, run and maintain field offices, as and when required to facilitate the implementation of biotechnology programme and policies in the state.
- 1.27 To promote support, assist and develop, scientific awareness through dissemination of information, related to biotechnology.
- 1.28 To promote, support, undertake and provide services for the publication of books, periodicals, journals, monographs, research papers, magazines, brochures videotapes. C.D-ROMs, documentary film, serial and such other various modes of media relevant to the development, and promotion of Biotechnology sector.
- 1.29 To establish and maintain a library, providing reading, borrowing, reference and research facilities and catering to the needs of students, practitioners and researchers in the field of biotechnology.
- 1.30 To undertake, promote, support, provide and study various activities relating to image creation, image building, public opinion, public awareness campaign etc. for the general public or with a object to help government so as to arrive at decision for the benefit of the public at large with a view to strengthen the democracy.
- 1.31 To act as the nodal agency for the State government for coordinating the issues pertaining to development and promotion of biotechnology, and such other matters as may be assigned by the Government from time to time.
- 1.32 To receive funds for biotechnology development and to ensure optimum utilization of these funds obtained in the form of grant in aid, assistance or loan from Government of Gujarat, Government of India, National, International, Bilateral agencies, donors, NGO's, financial institutions, public and private trusts or any other organization(s). [in accordance with the prevailing financial provisions of the State government]
- 1.33 To raise money through financial institutions, bonds, deposits or through such other manner as may be permissible under the provisions of Societies Registration Act, 1860 and the Bombay Public Trust Act, 1950.
- 1.34 To provide or arrange financial assistance so as to facilitate in achieving the objectives of the society
- 1.35 Advancement of social and legal justice, in the field of Biotechnology.
- 1.36 To do all other acts and things conducive for the attainment of the above object in most efficient manner possible and such other activities which are relevant to fulfill the objectives of the society.

FUNCTIONS:

To achieve the above objectives, the GSBTM shall carry out following functions:-

- 1.1 Shall undertake all activities that may be necessary for the implementation of the project(s) and in the particular for the achievement of the objectives referred to in Article 4 above.
- 1.2 Shall study, examine, review, (including Central Government policies, international covenants, World Trade agreements in the area of science and Biotechnology), make suitable suggestions, recommendations and advise the State Government on formulation of policies and measures of technical, administrative, legal nature and implement the State Biotechnology Policy and programme.
- 1.3 Shall integrate the lessons, learnt from various government and non-government organizations, projects, into the mainstream of biotechnology.
- 1.4 Shall undertake and facilitate policy oriented research, initiate and support dialogue for policy review and advocate suitable changes in policy framework of biotechnology.
- 1.5 Shall assist, support, promote, coordinate and catalyze the development of biotechnology in the state with reference to infrastructure, manpower and technology up-gradation.
- 1.6 Shall develop, facilitate, coordinate, establish and monitor the Biotechnology Park(s), at a place or places in Gujarat as may be approved by the State Government.
- 1.7 Shall promote, co-ordinate, establish and exhibit the interaction of Science and Biotechnology, between Institutions and Organizations of the Central Government and State Governments, and/or International, academic, research, analysis and manufacturing sector, for the promotion of Biotechnology sector in Gujarat.
- 1.8 Shall design, develop or undertake Exhibitions and demonstration of Equipments and educational technology on the frontier areas of biotechnology.
- 1.9 Shall set up and administer center of excellence(s), specialized institutes, laboratories, with specific objective of facilitating biotechnology development.
- 1.10 Shall initiate, promote, support, assist, coordinate, undertake and encourage research in biotechnology in the state – individually, jointly or in collaboration with agencies, institutes, organizations, individuals, Government and Non Government bodies of State, Region, National and International level.
- 1.11 Shall undertake and encourage research training for:
 1. Bio-technically sustainable development.
 2. Conservation, evaluation and utilization of the nation's Biological wealth.
 3. Development and harnessing benefit of Biotechnology in all spears of society.
 4. Technology development, information dissemination and Communication.
- 1.12 Shall establish and award research in relevant fellowship, prizes, trainee-ships and financing of specific research in the areas considered relevant to the development of Biotechnology in Gujarat and to publish papers, books, journals, periodicals, newsletters, leaflets, etc. devoted to the activities of Biotechnology.
- 1.13 Shall co-ordinate, cooperate and collaborate with educational, research and other institutions including corporate and private organizations, in any part of the world, having objectives, wholly or partially similar to those of this society.
- 1.14 Shall initiate, promote, support, facilitate, co-ordinate and undertake skill development, capacity building, scientific expertise and professional manpower in all the fields of biotechnology in the state through strengthening of biotechnology education, including development of institutions and networking.
- 1.15 Shall organize or to assist to organizing training courses, workshops, seminars, conferences, discussions, dissertation, consultancy services and exhibition, independently or in association with other, agencies for the benefit and development of biotechnology sector.
- 1.16 Shall promote, assist or support advancement of Education in Biotechnology with or without help of institutions, schools, museums, collages or other bodies or by sponsoring the needy students and also to impart training of personnel.

- 1.17 Shall enter into agreement with foreign agencies and like institutions in specialized areas pertaining to the activities related to Biotechnology for exchange of professionals, study tours, training, conducting joint projects, providing technical assistance in the establishment of institutions and for other matter consistent with the aims and objectives of Society.
- 1.18 Shall organize study tours within the country for the benefit of Development of Biotechnology Sector.
- 1.19 Shall undertake, co-operate and assist the academic institutions and organizations in formulation of syllabus and in scheduling of programme for teaching and training courses including conducting of examinations in the field of Biotechnology.
- 1.20 Shall create, provide and strengthen new forum(s) to facilitate interaction among professionals, agencies, organizations, institutes to enable the exchange and updating of skills and knowledge in the field of biotechnology.
- 1.21 Shall organize or assist (technically and financially), in organizing, training course, workshops, seminars, conferences, discussions, dissertations, consultancies, services, exhibitions, at local, regional, national and international level, independently or in association with other agencies, Government or non government, for the benefit and development of biotechnology sector.
- 1.22 Shall participate or promote or sponsor, participation of institutes, organizations, individuals in fairs, workshops, seminars, conferences, exhibitions, at local, regional, national and international level, independently or in association with other agencies, Government or non government, for the benefit of development of biotechnology sector, irrespective of race, caste religion, community and social status.
- 1.23 Shall collaborate with existing network(s) at all levels – local, regional, national and international --- for exchange of information, strengthening partnerships and support, assist, facilitate and co-ordinate the activities of various organizations, trusts, institutes, [Government] private or corporate bodies, engaged in the field of biotechnology for promoting co-operation among them for the overall development of biotechnology in the state.
- 1.24 Shall interact, collaborate, enter into agreement with foreign scientific institutes, agencies, organizations, in any part of the world, having expertise in specialized areas of biotechnology for providing technical and financial assistance for the purpose of establishment of technical, training institutes and development of infrastructure.
- 1.25 Shall facilitate, monitor, supervise, guide and improve the biotechnology in the state by devising the mechanism for study, evaluation and knowledge/technology augmentation.
- 1.26 Shall constitute committee(s), study groups, working groups, task forces and if necessary, establish or help to establish new institution(s) to achieve the objective of development of biotechnology in the state.
- 1.27 Shall establish, run and maintain field offices, as and when required to facilitate the implementation of biotechnology programme and policies in the state.
- 1.28 Shall promote support, assist and develop, scientific awareness through dissemination of information related to biotechnology.
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- 1.32 Shall act as the nodal agency for the State government for co-ordinating the issues pertaining to development and promotion of biotechnology, and such other matters as may be assigned by the Government from time to time.
- 1.33 Shall receive funds for biotechnology development and to ensure optimum utilization of these funds obtained in the form of grant in aid, assistance or loan from Government of Gujarat, Government of India, national, international, bilateral agencies, donors, NGO's, financial institutions, public and private trusts or any other organization(s). (in accordance with the prevailing financial provisions of the state government)
- 1.34 Shall raise money through financial institutions, bonds, deposits or in such other manner as may be permissible under the provisions of the Societies Registration Act, 1860 and the Bombay Public trust Act, 1950.
- 1.35 Shall provide or arrange financial assistance so as to facilitate in achieving the objectives of the society.
- 1.36 Shall do all other acts and things conducive for the attainment of the above object in most efficient manner possible and such other activities which are relevant to fulfill the objectives of **[GSBTM]** the society.
- 1.37 Shall facilitate, co-ordinate, monitor the programme, schemes and activities of Biotechnology.
- 1.38 Shall Co-ordinate and manage the skill development and capacity building programme of institutes, organizations, manpower, in the field of biotechnology.
- 1.39 Shall provide guidance and directions to the agencies, organization, institutes involved in the field of biotechnology and to organize conference, symposium, workshop, fair, etc on the matter related to biotechnology.
- 1.40 Shall obtain assistance of consultant(s)/consulting agency(s) for establishment of specialized training institutes, laboratories, preparation of projects, survey and evaluation, monitoring, supervising, specific research work or assignment, as the need be.
- 1.41 Shall make rules and regulations for the conduct of affair of the GSBTM and add or amend, change, vary or rescind them from time to time.
- 1.42 Shall establish its own salary and benefit structure and to employ, retain or dismiss personnel as required in the GSBTM and district units, if and when established.
- 1.43 Shall accept, make enclose or otherwise execute cheque(s), draft(s), receipt(s), [bills], of exchange or other instruments and securities, as are required in the conduct of activities of the GSBTM.
- 1.44 Shall undertake any legal action that may be necessary to ensure the fulfillment of contracts made between the GSBTM and others.
- 1.45 Shall enter into contract without a requirement for Government approval, other than by Government representatives of the Governing Council/ Executive Committee of the GSBTM.
- 1.46 Shall accept [or to provide] any grant of money, loan securities or property of any kind and to undertake and accept the management of any endowment trust, fund or donation, not inconsistent with the objectives of the (Biotechnology Mission) the society.
- 1.47 Shall incur expenditure after drawing up a budget and with due regard for economy and propriety.
- 1.48 Shall prepare annual report and accounts of the GSBTM.
- 1.49 Shall purchase, hire, take on lease, exchange or otherwise acquire property, moveable or immoveable and construct, alter and maintain any building or buildings, as may be necessary to carry out and fulfill the objectives of the GSBTM.
- 1.50 Shall take all such actions and to enter in all such actions as may appear necessary or incidental for the achievement of the aforesaid objectives of the GSBTM.

POWERS & DUTIES OF EXECUTIVE COMMITTEE:

- (1.1) Save as herein explicitly provided, as having to be passed by the society in the general body meeting, all the duties, powers, functions and rights, what so ever consequential and incidental to the carrying of the objectives of the GSBTM, shall be exercised or performed by the Executive Committee.
- (1.2) In particular and without prejudice to the generally of the forgoing provision, the Executive Committee will:
- a. Make, amend or repeal any byelaws, relating to administration and management of the affairs of the GSBTM, subject to observation of the provisions contained in the Act,
 - b. Consider the annual budget and the annual action plan, its subsequent alterations, placed before it by the member secretary and chief executive officer from time to time and pass it with such modifications, as the Governing Body may think fit
 - c. Accept donations and endowment or give grant, upon such terms and conditions, as it may think fit,
 - d. Delegate its powers, other than those of making rules to the Chairman or Member Secretary and Mission Director or other authorities as it may think fit,
 - e. Appoint experts, committee, sub committee, boards etc for such purpose and on such terms, as it may deem fit and to remove any one of them,
 - f. Lay down rules, qualifications, experience and act as selection committee for the recruitment and appointment of key administrative and technical staff of the GSBTM,
 - g. Set policy for the secretariat of the GSBTM,
 - h. Monitor the financial position of the GSBTM, in order to ensure smooth income flow and review annual audited accounts,
 - i. To constitute advisory Board or Committee consisting of persons who need not be members of the GSBTM, with such advisory functions, as the Executive Committee may think fit.
- (1.3) The Executive Committee shall generally do all such acts and things, as may be necessary or incidental to carry out the objectives of the GSBTM, provided that nothing herein contained, shall authorized the Executive Committee to do any act or to pass any bye laws which may be repugnant to the provisions hereof, to the power hereby conferred on the Executive Committee and other authorities, or which may be inconsistency with the objective of GSBTM.
- (1.4) IT SHALL BE LAWFUL FOR THE EXECUTIVE COMMITTEE:
- a) To appoint **BT Advisory Group**, Sub- Committee or such other committees to assist it in day-to-day management and administration of this GSBTM and also to assist it to do the needful to achieve the object of this GSBTM and it shall also be lawful for the Executive Committee to dissolve such Committee. Acts done by such Committees shall have same effect as if the Executive Committee has done the same. The Executive Committee shall have absolute power to frame Rules and Regulations of such Committee.
 - b) To sell or dispose off any portion of the GSBTM assets, either by public auction or any private contract on such terms and conditions relating to titles or otherwise, in all respects as it may in his absolute discretion think fit and proper and to re-sell same without being answerable for any loss occasioned thereby and for that purpose to sign and execute all the non-conveyances, transfers and other deeds and assurance and to pass valid and effectual receipt and discharges for the money received by him.
 - c) To have an inherent power to open, maintain and operate banking accounts in the name of the GSBTM with any nationalized banks as they shall from time to time decide and all money shall be paid in such account or accounts and carry on all banking transactions with any banks in such manner as the Governing Body may decide in his absolute discretion.
 - d) To accept, upon such terms as they may be think fit, any donations or contributions, which any person may be desirous of making to the GSBTM funds

(whether such donation or contributions be of money shares and securities, debentures, bonds, stocks and/or other property movable or immovable including agricultural land.). PROVIDED ALWAYS that the terms upon which such donations or contribution shall be accepted shall not in any way be inconsistent with or without repugnant to the objects of these presents and shall only be for the purpose of the GSBTM created under these presents to be utilized only in furtherance of it's objects.

PROVIDED ALWAYS AND IT IS HEREBY DECLARED AND AGREED that save as otherwise expressly provided by the terms of the donations or contributions aforesaid the Executive Committee shall in its absolute discretion be entitled to treat such donations or contributions or any pan thereof as part of the corpus of the GSBTM'S funds to utilize such donations or contributions or any pan thereof for the furtherance and fulfillment of the objects of the GSBTM.

- a) Subject to the approval of Governing body, to raise or borrow money required for the purpose of any objects of the GSBTM and or for carrying out any repairs to any immovable property or properties for the time being belonging to the GSBTM upon such terms and conditions and securities as the Executive Committee in its absolute discretion deem fit and proper from time to time and in particular upon the mortgage, hypothecation or pledge of the GSBTM'S fund or any pan thereof, with or without any securities and at such rate of interest and on such terms and conditions as the Member of Executive Committee may in his absolute discretion think fit and proper if the situation so require.
- b) To delegate by power of attorney or otherwise to any Member or other person or persons whosoever except any powers implied by law or conferred by statue or vested in the Member by this presents but the Member shall not be held liable or responsible for the acts or defaults of any such Member of persons but only for his own respective acts and defaults. To apportion the GSBTM'S funds and to compromise or compound all actions suits and other proceedings and all differences and demands to arbitration and to adjust, settle and approve all accounts relating to the GSBTM'S funds and to execute release all documents necessary in the premises and to do all other things relating thereto respectively as fully as if it was absolutely entitled the GSBTM'S funds and without being answerable for the loss occasioned thereby.

POWERS & DUTIES OF MEMBER SECRETARY, GSBTM :

The member secretary & Chief Executive officer is empowered to do all the things that are incidental thereto for the day to day running of the GSBTM and in particular the Member Secretary shall do the following, subject to the regulation under the Society Registration Act, 1860, and the Bombay Public Trust Act, 1950 and the relevant laws framed or to be framed by the Government from time to time.

- a) To frame rules and regulations for the day to day management and functioning of the 'GSBTM' and delegate powers to different persons connected with the 'GSBTM'.
- b) To submit views or make representations before Government or other authorities, committees, commission or other bodies or any subject affecting the interest on any matter covered under the objects of the 'GSBTM' and to promote or assist the formation of any legislation or regulation which may appear to be in the interest of the 'GSBTM'.
- c) To purchase take on lease hire or otherwise acquire or hold any immovable and/or movable property rights or privileges from the Government local body or from private party and to improve and develop any property necessary for the purpose of the attainment of the object of the 'GSBTM'.
- d) To negotiate and enter into any arrangement with other bodies Government, Municipal or local authority that may seem conducive to all or any of the objects of the 'GSBTM'.
- e) To invest the Funds of the 'GSBTM' in such manner as may, from time to time, be determined.
- f) To appoint or employ any person or persons that may be required for the purpose of carrying out the objects and functions of the 'GSBTM' and to pay to them or to the other persons concerned, salaries, wages, gratuities provident funds, pensions commission fees and such other emoluments.
- g) To accept any gift, grant, donations, contributions, or subscription for the promotion of the objects of the 'GSBTM' and issue appeals and applications for money and Funds.
- h) To contribute, donate, and give aid to any person, association, body and/or movement having objects similar to those of the 'GSBTM'.
- i) To build construct, maintain, repair, adopt, alter, improve or develop or furnish any building or works considered necessary or convenient for the purpose of the 'GSBTM'.
- j) To do all such other things as may be necessary for or incidental or conducive to the aims and objects of the 'GSBTM' and allied thereto.
- k) To pay the ground rent, municipal taxes and all other rates and taxes insurance premiums, maintenance charges, call on shares, etc and all other outgoing in respect of the 'GSBTM' Fund.
- l) To reimburse all other charges and expenses incurred by the Members for collection for the 'GSBTM' Fund.
- m) To make repairs and additions and alterations as may be deemed necessary or expedient by the Government Body in respect of any immovable property or properties, belonging to the 'GSBTM' and pay all the costs, charges and expenses thereof.
- n) To keep the movable and immovable properties forming part of the 'GSBTM' Fund and to repair and duly insured properties from time to time.
- o) To pull down, to make any additions, alterations and improvements to the immovable property or properties of the 'GSBTM' and to develop the same from time to time in such a manner as they in his discretion deem fit and proper.
- p) To sell, lease, mortgage or otherwise dispose off any property belonging to the 'GSBTM' composited in the 'GSBTM' Fund, which does not consist of money for such consideration and upon such terms as the Member in his discretion, may deem fit and proper.

- q) To organize, manage, print, publish, distribute and make books, laboratory equipments, stationery and other equipment's required and needed by researchers, Scientist or technocrats of the schools, colleges, Nurseries and other educational and technical institutions as managed by other public charitable societies and the 'GSBTM'.
- r) Constitute Advisory Boards or Committees consisting of persons who need not be members of the Society with such advisory functions as the Governing Body may think proper.
- s) Evaluate the performance of 'GSBTM' and /or constitute panel of experts including those outside the Society for periodic evaluation of 'GSBTM'.

All other powers and duties not mentioned herein above and subject to provisions in MOA and Rules & Regulations, all other powers shall be exercisable by the State Council.