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**TRUST DEED OF PENSION FUND TRUST OF INDIAN COUNCIL OF FORESTRY RESEARCH AND EDUCATION (ICFRE), P.O. NEW FOREST DEHRA DUN, UTTARAKHAND**

This Trust Deed is made this day of 02<sup>nd</sup> day of June, 2011 between Indian Council of Forestry Research and Education Society (ICFRE) an autonomous body under the Ministry of Environment and Forests (MoEF), Government of India registered under the Societies Registration Act, 1860 with Registration No.596/1990-91, dated 12.03.1991, having its Head Office at P.O. New Forest, Dehra Dun, Uttarakhand (hereinafter called "ICFRE" which expression shall unless repugnant to on inconsistent with the context include its successors and assigns) through its Secretary Mr. Sudhanshu Gupta S/o Late Sh. H. L. Gupta, R/o ICFRE Post Office New Forest, Dehra Dun (Uttarakhand) of the one part. I Card No - ICFRE - 142

**AND**

The Trustees of the "ICFRE Pension Fund Trust" (Notified by the Government of India vide Ministry of Environment and Forests Notification No.2-24/2006-FE, dated 01.05.2008) through its Trustee/Controller Mr. B. D. Joshi S/o Late Sh. S. R. Joshi, R/o ICFRE, P.O. New Forest, Dehra Dun (Uttarakhand) of the other part. I Card No - ICFRE - 122

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सहायक कार्यालय रोड  
उत्तराखण्ड UTTARAKHAND  
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**TRUST DEED OF PENSION FUND TRUST OF INDIAN COUNCIL  
OF FORESTRY RESEARCH AND EDUCATION (ICFRE), P.O.NEW  
FOREST DEHRA DUN, UTTARAKHAND**

This Trust Deed is made this day of 02<sup>nd</sup> day of June, 2011 between Indian Council of Forestry Research and Education Society (ICFRE) an autonomous body under the Ministry of Environment and Forests (MoEF), Government of India registered under the Societies Registration Act, 1860 with Registration No.596/1990-91, dated 12.03.1991, having its Head Office at P.O. New Forest, Dehra Dun, Uttarakhand (hereinafter called "ICFRE" which expression shall unless repugnant to on inconsistent with the context include its successors and assigns) through its Secretary Mr. Sudhanshu Gupta S/o Late Sh. H. L. Gupta, R/o ICFRE Post Office New Forest, Dehra Dun (Uttarakhand) of the one part.

AND

The Trustees of the "ICFRE Pension Fund Trust" (Notified by the Government of India vide Ministry of Environment and Forests Notification No.2-24/2006-FE, dated 01.05.2008) through its Trustee/Controller Mr. B. D. Joshi S/o Late Sh. S. R. Joshi, R/o ICFRE, P.O. New Forest, Dehra Dun (Uttarakhand) of the other part.



सहायक कोषाध्यक्ष रोचक  
कोषाध्यक्ष  
उत्तराखण्ड UTTARAKHAND  
26 MAY 2011  
निर्गत किया  
कॉन्ट्रोल नं. 1

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The Government of India, MoEF vide its Notification No.2-24/2006-FE, 01.05.2008 created ICFRE Pension Fund Trust for the Management and Administration of ICFRE Pension Fund.

And whereas a Pension Fund has been created in ICFRE in accordance with the approval of the Competent Authority in the MoEF conveyed vide MoEF letter No.2-6/FE dated 03.03.1994.

And whereas the ICFRE Pension Fund shall have its sole purpose of the payment of Pension, Family Pension and other retirement dues to the employees of ICFRE as provided in the relevant rules. The Fund shall be utilized only for smooth and uninterrupted disbursement of the said pensionary benefits only in India. It shall not allow to be utilized, under any circumstances for any purpose other than payment of pension and other retirement dues.

And whereas MoEF laid down the terms and conditions of employment of Central Government Employees absorbed in the ICFRE vide letter No.2-10/FE dated 31.07.1992. According to this, *the service rendered by the Central Government Employees prior to their absorption in ICFRE would count for pension in the ICFRE and the Government will discharge its commitment to meet pensionary benefits as provided in Para 1(i) of the Department of Pension and Pensioners' Welfare O.M. No.4/8/85-P&PW dated 30.10.1986 by paying in lump sum as one time payment, the pro-rata pension / service gratuity /terminal gratuity and DCRG.*

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पेशा अन्य  
निवासी न्यू फोरेस्ट देहरादून



ने आज दिनांक 02/06/2011 समय 12:50 pm  
को कार्यालय उपनिबन्धक प्रथम देहरादून  
में प्रस्तुत किया 2-Jun-2011



उपनिबन्धक प्रथम देहरादून  
2-Jun-2011

सुधांशु गुप्ता

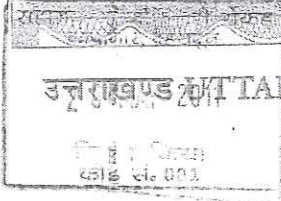
इस लेख पत्र का निष्पादन विलेख में लिखित तथ्यों को सुन व समझ श्री सुधांशु गुप्ता s/o एच एल गुप्ता, न्यू फोरेस्ट देहरादून।

ने स्वीकार किया।

जिनकी पहचान  
श्री आरिफ वेग  
पुत्र श्री  
पेशा वकील  
निवासी देहरादून  
व श्री प्रेम लाल  
पुत्र श्री एम लाल  
पेशा अन्य  
निवासी श्याम पुर देहरादून  
ने की।

उपनिबन्धक प्रथम देहरादून  
2-Jun-2011





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The ICFRE Pension Fund Trust Bye-Laws annexed to this deed are intended for regulating "ICFRE Pension Fund" as an approved superannuation fund within the meaning of Part- B of the Fourth Schedule of Income Tax Act, 1961. The nature and purpose of the ICFRE Pension Fund Trust shall be as under :-

- (i) It shall be an irrevocable Trust;
- (ii) The Pension Fund shall be a fund established under an irrevocable Trust in connection with a trade or undertaking carried out in India, and not less than 90% (ninety percent) of the employees shall be employed in India;
- (iii) The fund shall have for its sole purpose the provision of annuities for employees in the trade or undertaking on their retirement at or after a specified age or on their becoming incapacitated prior to such retirement, or for the widows, children or dependents of persons who are or have been such employees on the death of those persons;

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Book No. 4

Registration Year 2011

Registration No 515



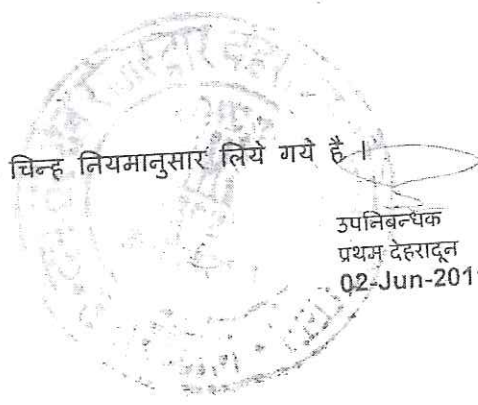
सुधाश्र गुप्ता

बी डी जोशी

आरिफ बेग

प्रेम लाल

उपरोक्त साक्षीगण भद्र प्रतीत होते हैं। सभी के अंगुष्ठ चिन्ह नियमानुसार लिये गये हैं।



उपनिबन्धक  
प्रथम देहरादून  
02-Jun-2011



सहायक न्यायाधीश, धनरी रोड  
उत्तर प्रदेश, ताराखण्ड  
26 MAY 2011  
निर्गत किया  
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- (iv) The employer in the trade or undertaking shall be a contributor to the fund; and
- (v) All annuities, pensions and other retirement dues granted from the fund shall be payable only in India.

And whereas the ICFRE Pension Fund Trust Bye-Laws apply to the absorbed employees holding the posts in ICFRE and regular employees appointed during the period from 01.06.1991 to 31.12.2003. The Bye-laws shall also apply to the ICFRE regular employees who are on deputation to other Central / State / Public Sector undertakings. However, not less than 90% of total employees shall be employed in India. If this upper limit is raised or decreased in the Part-B of the Fourth Schedule of the Income Tax Act, 1961, it will be deemed to have been amended accordingly in this Trust Deed.



सहायक कोषाध्यक्ष  
काषागढ़, देहरादून  
उत्तराखण्ड **UTTARAKHAND**  
26 MAY 2011  
निगल विभाग  
कोषागढ़

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And whereas the ICFRE Pension Fund Trust shall inter-alia decide the matter regarding differences or disputes which may arise on any matter under the bye-laws annexed either as to the interpretation thereof or as to the rights and obligations of the ICFRE Society and or of the members, investment of Pension Fund, to explore possibilities to raise the fund, to strive for placing sufficient sums in the ICFRE Pension fund to make due payments to the beneficiaries.





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And whereas the trustees as specified in Government of India, MoEF Notification No.2-24/2006-FE, dated 01.05.2008 have agreed for Administration and Management of the ICFRE Pension Fund Trust for the purpose under the direction set forth herein:-

**NOW THIS INDENTURE WITNESSES AS FOLLOWS:-**

- (1) All the terms used in the deed shall have the same meaning as defined in Bye-laws annexed to this deed.
- (2) The name of Trust shall be "Indian Council of Forestry Research and Education Pension Fund Trust" having office of the Trust at ICFRE (Headquarters), P.O. New Forest, Dehra Dun (Uttarakhand) having perpetual succession and common seal, and the term "Trustees" shall mean the Trustees notified by the Ministry of Environment and Forests, Government of India.
- (3) The power to appoint the Trustees shall be vested with the Ministry of Environment and Forests, Government of India except the representatives of ICFRE employees. The representatives of ICFRE employees shall be elected in accordance with the procedure laid down by ICFRE for the purpose.

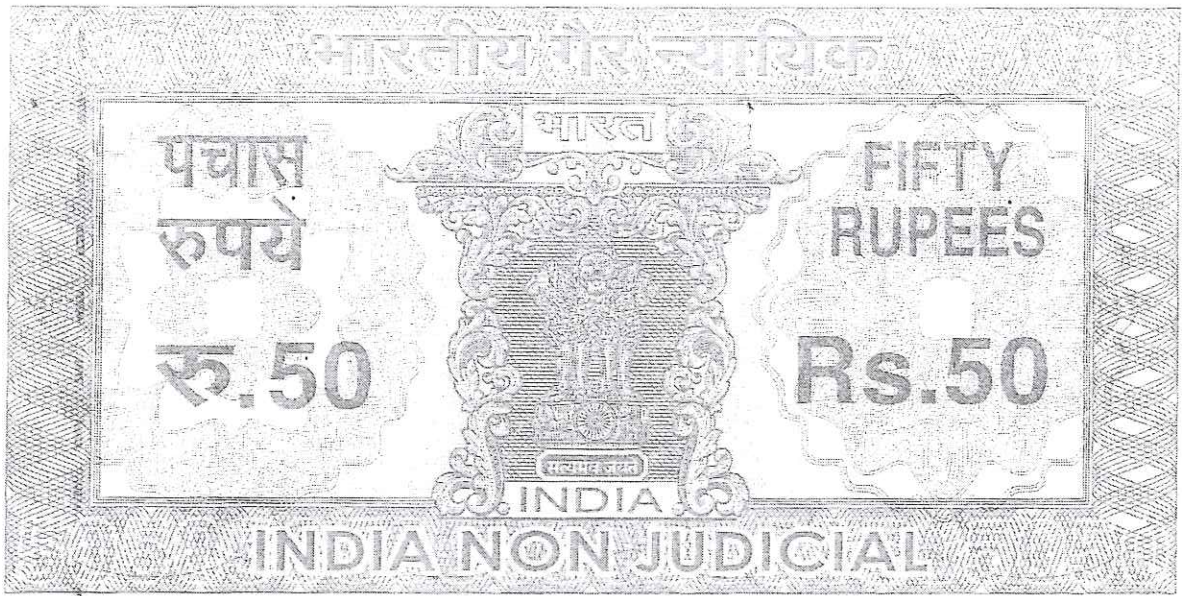


उत्तराखण्ड UTTARAKHAND

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- (4) The Director General, ICFRE, who is the Chief Executive Officer (CEO) of the "ICFRE Pension Fund Trust", shall deal with all matters pertaining to management and accounting of the Fund on behalf of the "ICFRE Pension Fund Trust" except such matters as may specifically reserved for disposal and decision by the Trust. The Controller of Accounts, ICFRE shall look after the day to day routine work on behalf of the Chief Executive Officer in accordance with the bye-laws, relevant rules and as per instructions / guidelines issued by the CEO from time to time.
- (5) All contracts and assurances of property shall be made and executed in the name of the "ICFRE Pension Fund" and shall be executed by the CEO / Authorized Officer on behalf of the Trust
- (6) The Trustees shall not be entitled to any remuneration and shall work in honorary capacity.
- (7) A Trustee shall not use or deal with the Trust property for his own profit or for any purpose unconnected with the Trust.



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- (8) This deed and any variation there to shall be governed by the Laws of India and the Trust shall have to be located in India.
- (9) The Controller of Accounts, Indian Council of Forestry Research and Education, P.O. New Forest, Dehra Dun has executed this Deed on behalf of the "ICFRE Pension Fund Trust" and Secretary of Indian Council of Forestry Research and Education Society (ICFRE) has executed this deed on behalf of ICFRE the first party.
- (10) That the ICFRE Pension Fund Trust Bye-laws are the integral part of this Trust Deed.
- (11) That this Deed is valued at Rs.10,000/- for the purpose of registration, on which proper stamp duty of Rs. 750/- is being paid by this Trust Deed.

**Annexure to Trust Deed**  
**INDEX**

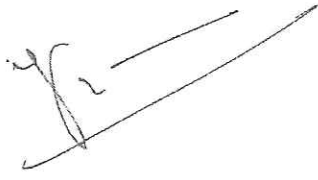
Sl. No.	Particulars	Page No.
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2.	Introduction of ICFRE Pension Fund Trust	02
3.	Short Title and Commencement	03
4.	Application	03 - 04
5.	Definitions	04 - 05
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## GLOSSARY OF ABBREVIATIONS

Abbreviation	Expanded form
C & A G	Comptroller and Auditor General of India
CEO	Chief Executive Officer
DCRG	Death-cum-Retirement Gratuity
ICFRE	Indian Council of Forestry Research and Education
MoEF	Ministry of Environment and Forests, Government of India
O.M	Office Memorandum



**"INDIAN COUNCIL OF FORESTRY RESEARCH AND EDUCATION (ICFRE)  
PENSION FUND TRUST BYE-LAWS"**

**INTRODUCTION**

Indian Council of Forestry Research and Education, Dehra Dun (ICFRE), a subordinate office of the Ministry of Environment and Forests (MoEF), was constituted as an autonomous body w.e.f. 1 June 1991 vide Ministry's Notification No.1-8/89-RT dated 30 May 1991. ICFRE was registered as such under the Societies Registration Act, 1860.

According to the MoEF letter No.2-10/92-FE dated 31 July 1992, the Central Government Employees working in ICFRE were absorbed into the services of the ICFRE w.e.f. 1 April 1993 on the basis of their option. Such employees were compulsorily to be governed by the CCS (Pension) Rules, 1972 and amendments thereon made by the Government from time to time. The employees directly recruited by the ICFRE from 01.06.1991 to 31.12.2003 shall be governed by the Pension Rules as adopted by ICFRE.

ICFRE in consultation with the MoEF, Government of India and with the approval of the Board of Governors adopted General provident Fund cum Pension Scheme as per rules and regulations of the Government of India. All Pension / Family Pension rules and regulations framed by the Government of India as amended from time to time, and such other rules and orders issued by the Government of India on the subject are applicable to the ICFRE employees mutatis-mutandis, with the exception that all functions hitherto being performed by the MoEF are now being performed by the ICFRE.



For the purpose of smooth and uninterrupted disbursement of pension and other retirement benefits to the ICFRE employees a Pension Fund and Pension Cell were created in the ICFRE with the approval of the Board of Governors of ICFRE vide ICFRE Office Memorandum No.58-21/93-ICFRE dated 21 March 1994.

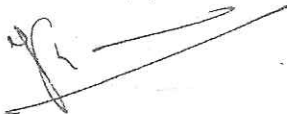
## 1. SHORT TITLE AND COMMENCEMENT

- 1.1 These Bye-laws may be called Indian Council of Forestry Research and Education (ICFRE) Pension Fund Trust Bye-laws.
- 1.2 These Bye-laws shall come into force from 1 May 2008 i.e. the date of notification of creation of ICFRE Pension Fund Trust issued by the Government of India, Ministry of Environment and Forests (MoEF) vide Notification No.2-24/2006-FE dated 1 May 2008.
- 1.3 These Rules are intended for regulating "ICFRE Pension Fund" as an approved superannuation fund within the meaning of Part-B of the Fourth Schedule of Income Tax Act, 1961.

## 2. APPLICATION

The ICFRE Pension Fund Trust Bye-Laws shall apply to the absorbed employees and the employees directly recruited on regular basis by the ICFRE on or before 31 December 2003. These Bye-laws shall also apply to the ICFRE regular employees appointed on or before 31 December 2003, and who are on deputation to other Central / State / Public Sector Undertakings. These Bye-laws shall not apply to:-

- (i) Persons in casual and daily rated employment;
- (ii) Persons paid from contingencies;

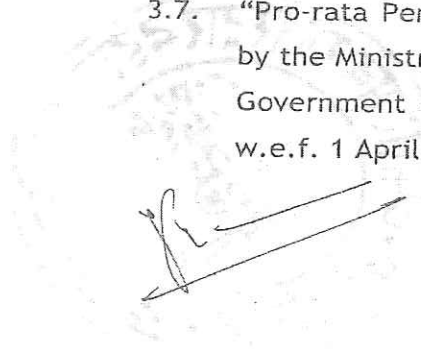


- (iii) Persons employed on contract;
- (iv) Persons employed on re-employment.

**3. DEFINITIONS**

In these rules, unless the context otherwise requires -

- 3.1. "Absorbed employees" means Central Government Employees working in ICFRE, who were absorbed w.e.f. 1 April 1993 and thereafter on the basis of their option for absorption in the service of ICFRE after its becoming an autonomous body.
- 3.2. "Chief Executive Officer" means the Director General, ICFRE.
- 3.3. "Controller" means Controller of Accounts, Pension Cell, ICFRE.
- 3.4. "Employees" means employees of Central Government absorbed in the services of ICFRE w.e.f. 1 April 1993 and thereafter on the basis of their option, and also the employees recruited directly on regular basis on or before 31 December 2003 by the ICFRE.
- 3.5. "Fund" mean the ICFRE Pension Fund.
- 3.6. "Government" means the Central Government.
- 3.7. "Pro-rata Pension" means the pensionary benefits transferred by the Ministry of Environment and Forest in respect of Central Government employees absorbed into the services of ICFRE w.e.f. 1 April 1993 and thereafter.



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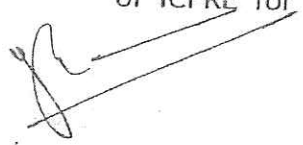
- 3.8. " Relevant Rules" means Central Civil Services (Pension) Rules, 1972 as amended from time to time by Central Government and adopted by ICFRE for its employees.
- 3.9. " Trust" means the Trust for the ICFRE Pension Fund.
- 3.10. "Trustee" means a Trustee notified by the MoEF in respect of ICFRE Pension Fund.
- 3.11: "Authorized Officer" means the officer authorized by the CEO, ICFRE Pension Fund Trust.

**4. CREATION, NATURE, SOURCE AND PURPOSE OF ICFRE Pension Fund Trust**

**4.1 Creation of the Fund**

4.1.1. MoEF laid down the terms and conditions of employment of employees to be absorbed under ICFRE vide letter No.2-10/FE dated 31 July 1992. According to this letter, the service rendered by the Central Government Employees prior to their absorption in ICFRE would count for pension in the ICFRE and the Government will discharge its commitment to meet pensionary liabilities as provided in para 1 (i) of the Department of Pension and Pensioners' Welfare O.M. No.4/8/85-P&PW dated 30 October 1986 by paying in lump sum as one time payment, the pro-rata pension / service gratuity / Terminal Gratuity and DCRG.

4.1.2. MoEF vide letter No.2-6/FE dated 3 March 1994 conveyed the approval of the Competent Authority for the creation of ICFRE Pension Fund in the ICFRE. Approval of the Board of Governors of ICFRE for the creation of Pension Fund was also obtained



and circulated vide ICFRE Office Memorandum No.58-21/93-ICFRE dated 21 March 1994.

#### 4.2. Nature of the Trust

ICFRE Pension Fund Trust shall be an irrevocable Trust in connection with a trade or undertaking carried on in India.\*

#### 4.3. Source of the Fund

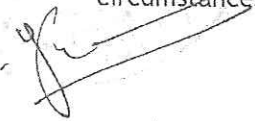
- (i) One time lump-sum payment of pro-rata Pensionary benefits payable by the MoEF, in respect of Central Government employees absorbed in the services of the ICFRE w.e.f. 1 April 1993 and thereafter;
- (ii) Accrued interest / returns from the deposits / investments of amount in the Fund.
- (iii) Revenue earned by the ICFRE and grant to be arranged from MoEF. However, grant from the Grant -in-aid would be arranged with due approval of the BoG and MoEF.

\*ICFRE shall employ not less than ninety percent employees in India.

#### 4.4. Purpose of the Fund

4.4.1. The Fund shall have its sole purpose of the payment of Pension, Family Pension and other retirement benefits to the employees of ICFRE as provided under the relevant rules. The Fund shall be utilized only for smooth and uninterrupted disbursement of the said pensionary benefits only in India.

4.4.2. The Fund shall not be allowed to be utilized, under any circumstances for any purpose other than payment of Pension



and other retirement dues for which this fund has been created.

## 5. Purpose of creation, composition, functions etc. of ICFRE Pension Fund Trust

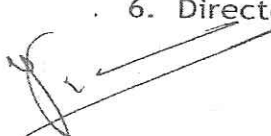
### 5.1 Purpose of creation of the Trust

The management of the ICFRE Pension Fund shall be vested with ICFRE Pension Fund Trust.

### 5.2 Composition of the Trust

5.2.1. The composition of ICFRE Pension Fund Trust shall be as follows:-

1. Secretary to the Government of India,  
Ministry of Environment and Forests. - Chairperson
2. Director /Deputy Secretary (EV),  
Ministry of Finance. Govt. of India. - Trustee
3. Director (Pension and Welfare),  
Ministry of Personnel, Public Grievances  
And Pensions, Govt. of India. - Trustee
4. Director (Social Security),  
Ministry of Labour and Employment,  
Govt. of India. - Trustee
5. Director (IFD),  
Ministry of Environment and Forests,  
Government of India. - Trustee
6. Director (FE), - Trustee



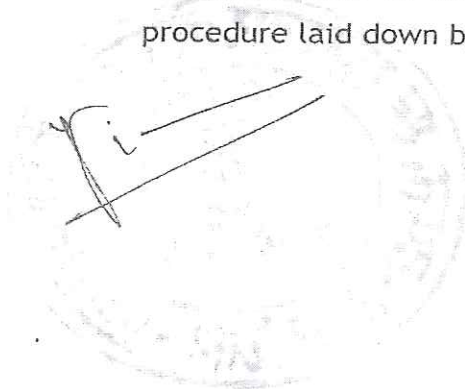
Ministry of Environment and Forests,  
Government of India.

7. Director General,  
Indian Council of Forestry Research and  
Education, Dehra Dun. - Trustee-cum-  
Executive Officer
8. Deputy Director General (Administration) - Trustee  
Indian Council of Forestry Research and  
Education, Dehra Dun.
9. Controller of Accounts, - Trustee  
Indian Council of Forestry Research and  
Education, Dehra Dun.
10. One representative from Group A and B - Trustee  
Officers, ICFRE.
11. One representative from Group C and D - Trustee  
Officials, ICFRE.

5.2.2. One special invitee can also be co-opted by the Chief Executive Officer (CEO) for attending a particular meeting of the Trust. However, the invitee will not be entitled to cast his vote.

### 5.3 Power to nominate the Trustee-

Power to nominate the Trustees except the ICFRE employees' representatives shall be vested with MoEF. The representatives of ICFRE employees shall be elected as per procedure laid down by ICFRE for the purpose (Annexure.I).



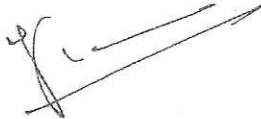
#### 5.4. Function of the ICFRE Pension Fund Trust and constitution of Investment Committee

5.4.1. The Trust shall, inter-alia, decide the differences or disputes which may arise on any matter under these bye-laws either as to the interpretation thereof or as to the rights and obligations of the ICFRE, ICFRE employees and the Trustees. The decision of the Trust shall be final and binding in this regard.

5.4.2. The Trust shall regularly review the fund corpus once in a year in its meeting, and shall take measures to raise its size to cope up with the increased pensionary liabilities of retired employees.

5.4.3. For the purpose of investment of amount under ICFRE Pension Fund to earn maximum returns in the financial instruments / securities only as per the guidelines issued by the Ministry of Finance, Government of India from time to time on the subject, and to explore possibilities of raising the fund corpus, the Investment Committee shall be as under -

1. DG, ICFRE and CEO, ICFRE Pension Fund Trust -  
Chairman
2. Director (IFD) and Trustee of ICFRE PFT -Member  
Ministry of Environment and Forests,  
Government of India.
3. Deputy Director General (Admin.) - Member  
ICFRE and Trustee of ICFRE PFT.
4. Financial Advisor and Chief Accounts Officer - Member  
ICFRE.




- 5. Controller of Accounts -Member Secretary ICFRE and Trustee of ICFRE PFT.
- 6. Two Investment expert (s) to be co-opted by IFD / MoEF

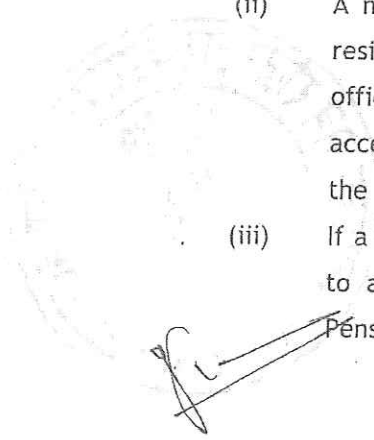
5.4.4. The Trust shall be kept informed of the decisions taken by the Investment Committee and action taken thereupon.

5.4.5. The Trust shall also review the audited balance sheet alongwith compliance of audit objections thereof and also compliance of the audit objections raised by the Comptroller and Auditor General of India (c & A G ).

**5.5. Terms of Office of the Trustees / Members of Investment Committee**

5.5.1. The Chairperson and other Trustees of the ICFRE Pension Fund Trust except the representatives of ICFRE employees shall be the Trustee of ICFRE Pension Fund Trust for such time as they continue to hold their respective offices unless replaced by the MoEF. The term of office of every other Trustee i.e. ICFRE employees' representatives will be two years from the date of their election as Trustee provided that-

- (i) An outgoing Trustee shall be eligible for re-election;
- (ii) A member may resign his office by submitting the resignation letter addressed to the CEO, and his office shall become vacant from the date of acceptance of his resignation by the Chairperson of the ICFRE Pension Fund Trust;
- (iii) If a member representative of ICFRE employees fails to attend two consecutive meetings of the ICFRE Pension Fund Trust without obtaining leave of



*[Handwritten signature]*

*[Handwritten mark]*

absence, he shall cease to be a Trustee and a new Trustee shall be elected in his place as per laid down procedure.

5.5.2. The Chairperson and other members of Investment Committee except the co-opted member (s) shall be the members of the committee for such time as they continue to hold their respective offices unless replaced by the Trust.

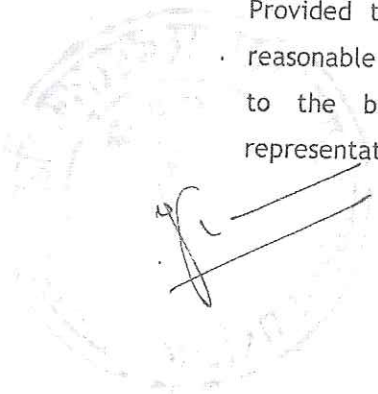
**5.6. Disqualification of Trustees / Members of Investment Committee and their removal**

5.6.1. A person shall be disqualified for being an ICFRE Pension Fund Trustee / Member of Investment Committee -

- (i) If he / she is declared insolvent by a court of law; or
- (ii) If he / she has been convicted of criminal offense (s).

5.6.2. If any question arises whether any person is disqualified under clause 5.6.1. above, the matter shall be referred to the Chairperson of the Trust for decision, whose decision shall be final and binding.

5.6.3. The Trust may remove from office any Trustee, if in its opinion such Trustee has ceased to represent the interest of the Trust. Provided that no such Trustee shall be removed unless a reasonable opportunity is given in writing to him / her and also to the body whom he / she represents, of making representation against the proposed action.



**5.7 Meetings / Quorum**

5.7.1 Ordinarily, the meetings of the ICFRE Pension Fund Trust shall be held once in a *financial year*. The Chairperson on receipt of a requisition in writing from the CEO shall decide the date, time and venue of the meeting.

5.7.2 Every Trustee shall be informed not less than fifteen (15) days before the date of meeting, the date, time and venue of the meeting and supplied with a list of business to be conducted provided that when the Chairperson calls a meeting for consideration of any matter which in his opinion is urgent, any shorter notice considered by the Chairperson to be reasonable shall be deemed sufficient.

5.7.3 Chairperson and six of Trustees with mandatory presence of two Trustees from outside the ICFRE shall constitute the quorum for the meeting of the Trust. If there is no quorum at the expiration of fifteen minutes after the time fixed for the meeting, the meeting shall be adjourned to another such time on the same day or such other date that the Chairperson may fix.

The Trustees other than the representatives of ICFRE employees can either be present in person in the meeting or through their representative(s). The nomination of a representative should be by a written authority of the Trustee for the particular meeting only and the representative shall either be of equal level or one rank below. The representative can cast the vote on behalf of the Trustee.

5.7.4 The meetings of Investment Committee shall be held once in every six months or earlier, if the situation so demands as decided by the Chairperson.



5.7.5 Every member of the Investment Committee shall be informed in writing about the date, time and venue of the meeting by the Member Secretary of the Committee well before a reasonable time, deemed sufficient by the Chairperson.

5.7.6 Mandatory presence of one of the Co-opted Investment Expert (s) and three other members including the Chairperson shall constitute the quorum for the meeting of the Investment Committee.

**5.8. MINUTES OF THE MEETING**

5.8.1. The minutes of all the Meeting of the Trust / Investment Committee showing inter-alia names of Trustees / Member present, with due approval from the Chairperson of the meeting, shall be circulated to all the Trustees / Members. The minutes of the meetings of the Trust / Investment Committee shall thereafter be recorded in the minutes book which shall be open to inspection, during office hours, by any Trustee / member free of cost.

5.8.2. The records of the minutes of each meeting shall be signed by the Chairperson and the same shall be ratified with such modification as may be considered necessary at the next meeting.

**5.9. CONDUCT OF BUSINESS:-**

5.9.1. A decision of the majority of the Trustees at the meeting shall be the decision of the Trust and shall be final and binding. Each Trustee or his authorized representative present in the meeting shall be entitled to one vote on any matter arising

there, and in case of a tie, the Chairperson of the ICFRE Pension Fund Trust may exercise a second or a casting vote, so that the decision making process of the Trust is not hampered..

The Trustees shall be at liberty to pass a resolution by circulation provided that the text of such resolution is evidenced in writing and passed by majority of total number of Trustees.

5.9.2. All orders and the instruments shall be made and executed in the name of the ICFRE Pension Fund Trust and shall be authenticated by such person and in such manner as the Trust may specify.

5.9.3. The Trust shall have perpetual and common seal, which shall not be affixed to any instrument except with authority of a resolution of the Trust, and save as otherwise directed by the Trust or by the Chairperson. Any document which bears the seal of the Trust shall be signed on behalf of the Trust by the CEO or a Trustee authorized in this behalf by a resolution passed by the Trust.

5.9.4. All contracts and assurance of property shall be made and executed in the name of the ICFRE Pension Fund Trust and shall be executed on behalf of the Trust by the CEO or Authorized Officer.

5.9.5. A Trustee / Member of the Investment Committee shall not use or deal with the Trust property for his own profit or for any purpose not connected with the Trust.



5.9.6. The Trustees of the ICFRE Pension Fund Trust/ Members of Investment Committee shall abide by the ICFRE Pension Fund Trust Bye-laws.

**5.10. FUNCTION OF THE CHIEF EXECUTIVE OFFICER**


The Director General, ICFRE shall be the Chief Executive Officer (CEO) of the ICFRE Pension Fund Trust and shall deal with all matters pertaining to the management and accounting of the Fund on behalf of the ICFRE Pension Fund Trust, except such matters as may be specifically reserved for disposal and decision by the Trust. The Director General, ICFRE being the Chief Executive of the ICFRE Pension Fund Trust shall also convene the meeting of ICFRE Pension Fund Trust.

**5.11. DUTIES OF THE CONTROLLER OF ACCOUNTS, PENSION CELL, ICFRE**

5.11.1 The Controller of Accounts, Pension Cell, ICFRE shall look after day to day routine work on behalf of the CEO in accordance with these Bye-laws, relevant rules and as per instructions / guidelines issued by the CEO from time to time.

5.11.2 It shall be the duty of the Controller of Accounts, Pension Cell to-

- (i) Convene the meetings of the ICFRE Pension Fund Investment Committee as per directions of the CEO;
- (ii) Keep records of the meetings;
- (iii) Get the proceedings of the meetings authenticated;
- (iv) Obtain the signature of the Trustees / Members present in the meeting of the Trust / Investment Committee

 and;



- (v) Apprise the Trustees / Members of the Investment Committee of the proceedings of the previous meeting.

5.11.3 The Controller of Accounts, Pension Cell also ensure -

- (i) The maintenance of accounts of the Fund properly;
- (ii) To carry out the decisions of the Trust / Investment Committee and;
- (iii) Perform such duties as may be assigned to him by the CEO from time to time.

5.11.4. The Controller of Accounts, Pension Cell, ICFRE shall be assisted with adequate staff, as decided by the Trust, for the management of the Fund.

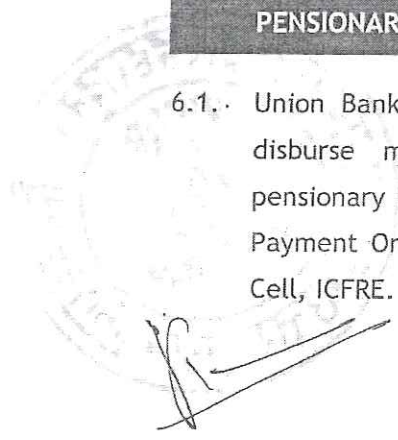
**5.12. REMUNERATION TO THE TRUSTEES / INVESTMENT COMMITTEE MEMBERS**

5.12.1 Trustees / Members of Investment Committee except Co-opted members attending the Pension Fund Trust / Investment Committee meetings shall be treated on duty and shall be paid traveling / daily allowance from their respective employers.

5.12.2 Co-opted members of the Trust / Investment Committee shall be paid remuneration as decided by the Trust from time to time.

**6. OPERATION OF BANK ACCOUNTS AND DISBURSEMENT OF PENSIONARY BENEFITS**

6.1. Union Bank of India, FRI Branch is the authorized Bank to disburse monthly payments of the pension and other pensionary benefits out of the Fund on the basis of Pension Payment Order issued by the Controller of Accounts, Pension Cell, ICFRE.



6.2. The Bank shall also ensure that -

- (i) Further monthly pension is disbursed to each pensioner only after obtaining life certificate from them during the month of November each year;
- (ii) Monthly accounts of all disbursements are forwarded to the Controller of Accounts by 10<sup>th</sup> of subsequent month.

**7. BALANCE SHEET AND AUDIT:-**

- 7.1. The balance sheet of the fund shall be prepared by the Controller of Accounts, and shall be authenticated by the CEO by the 31<sup>st</sup> July of every year.
- 7.2. The Balance Sheet and the accounts shall be audited by 31<sup>st</sup> of August by the auditors appointed by the ICFRE on the recommendation of C&AG, as well as by the CAG during annual audit of the Council.
- 7.3. Audited Balance Sheet alongwith the compliance of the audit objections shall be placed in the following meeting of the ICFRE Pension Fund Trust.
- 7.4. The accounts of the Fund shall also be subject to audit by the Internal Audit Wing of ICFRE.

**8. COST OF MANAGEMENT OF FUND:-**

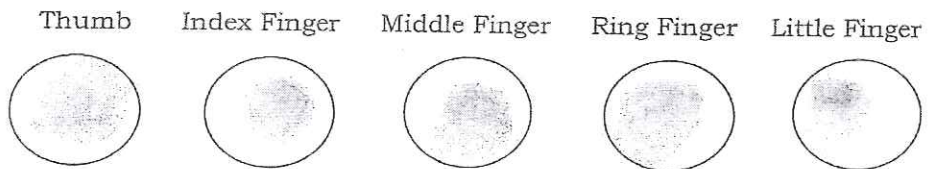
The expenses of management of the Fund arising under these Bye-laws or otherwise, and all expenses incurred by the Trust / Investment Committee in the discharge of their duties shall be borne by the ICFRE out of its regular budget and in no case shall be charged on the Fund



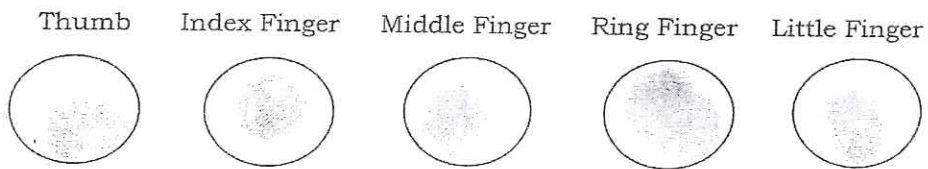
**Finger Prints in Compliance of Section 32A of the Registration Act 1908**

**Name of the ICFRE / First Party :- Indian Council of Forestry Research and Education Society (ICFRE) through its Secretary Mr. Sudhanshu Gupta**

**Prints of the Left Hand :-**

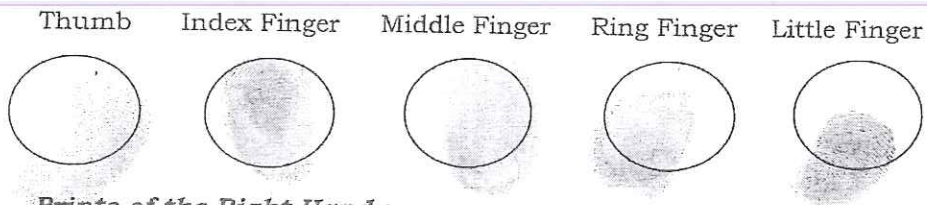


**Prints of the Right Hand :-**

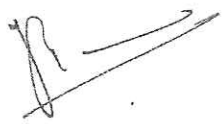
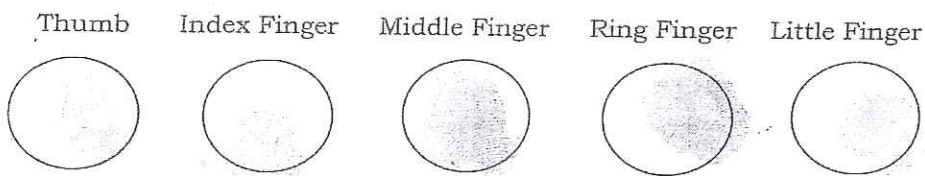


**Name of the Trustee/Second Party :- The Trustees of the "ICFRE Pension Fund Trust" through its Trustee/Controller Mr. B. D. Joshi**

**Prints of the Left Hand :-**



**Prints of the Right Hand :-**



IN WITNESSES WHEREOF the ICFRE and the Trustee have signed this Deed of Trust on the day, month and year first above written in the presence of the witnesses.

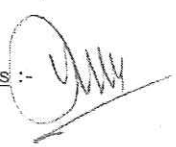


Signature of Authorized Officer  
On behalf of ICFRE



Signature of Authorized Trustee  
on behalf of ICFRE (GPF) Trust

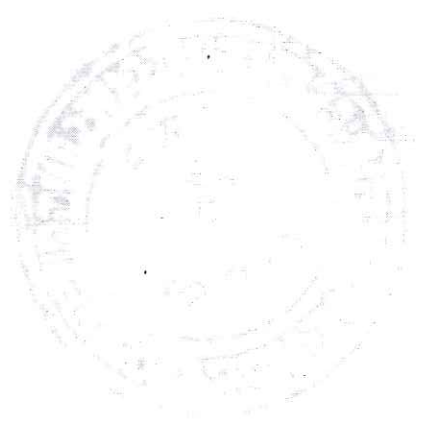
Witnesses :-



1. PREM LAL  
S/o late sh. M. Lal  
Village Shyanpur  
Dehra Dun - UK  
IC NO. 91 (F.P-1.)

2. Ajit Baig  
(H.W.)  
UK - 353/08

Drafted by ICFRE  
Parties have attested their respective photographs.



बही नम्बर 4 जिल्द 360 पृष्ठ 221 से 278

में नम्बर 515 पर आज दिनांक 02-June-2011

में रजिस्ट्री की गयी ।

उप निबन्धक प्रथम देहरादून

