

THE INSTITUTION OF ENGINEERS, AUSTRALIA - UK ASSOCIATION

RULES

Including Amendments Introduced at the AGMs

held on 30MAR84, 25MAR88, 29MAR90, 22MAR91, 26MAR93 and 30MAR01

- 1) NAME
The name shall be The Institution of Engineers, Australia, UK Association (hereafter called the Association).

- 2) OBJECT
The objects of the Association shall be to facilitate contacts amongst all grades of members resident in the UK and Europe, and with visiting members; to maintain liaison with the parent body; to undertake the publication of a newsletter and address list; and to further such additional activities as the Committee may from time to time determine.

- 3) ASSOCIATION AREA
The area covered by the Association shall be Europe.

- 4) MEMBERSHIP
Membership of the Association shall be open to financial corporate and non-corporate members of the Institution resident in or visiting the Area. Engineers, scientists or other persons interested in furthering the objects of the Association and resident in or visiting the Area may apply for special membership, approval of such applications being at the discretion of the committee. Special members shall have similar rights to members except that they shall not be voted on to the committee nor hold any office; nor be entitled to vote on the election of the Officers or Committee; or on matters affecting the Rules or financial affairs of the Association.

The committee may resolve that a person be designated as a life member if that person, in the unanimous opinion of the committee members present when the resolution is considered, has rendered conspicuous service to the UK Association. Membership subscriptions shall not be payable by life members. The voting rights of a life member will remain the same as before that person was so designated. The number of surviving life members shall not at any time exceed five.

- 5) SUBSCRIPTIONS
 - (a) The rates of subscription for members and special members shall be determined by the Committee to cover the cost of the preparation and distribution of the newsletter and address list; of correspondence approved by the Committee; and of any other activities to fulfil the objectives of the Association. The rates of subscription shall be approved by a vote of the members at the Inaugural Meeting, the Annual General Meeting or at a special meeting.

 - (b) Partial exemption from payment of the annual subscription of the Association

shall be granted to any member who qualifies for partial exemption from the subscriptions of the Institution in accordance with the Bye-Laws of the Institution of Engineers, Australia.

- (c) Any person accepted as a new member on or after 30th September in any year shall be required to pay only one half of the normal annual subscription in that year. The new member shall however be required to pay the full annual subscription during all subsequent years.
- (d) All subscriptions shall be due on the first day of the financial year. All subscriptions due in any financial year and not paid by 31st May in that year shall be deemed to be in arrears.

Any person whose annual subscription is in arrears at 31st October shall be sent a Final Reminder. If the subscription remains unpaid at 30th November, the name of that person will be removed from the membership list.

The Committee may, on such conditions as it determines, reinstate the name of any person whose name is removed from the membership list under this Rule.

6) FINANCIAL YEAR AND DATE OF ANNUAL GENERAL MEETING

- (a) The financial year shall be the period commencing on March 1 and ending on the last day of February the following year.
- (b) The Annual General Meeting shall be held before March 30 of each year, the date to be determined by the Committee. At least one month's notice of the date shall be given to members.

7) SUBSCRIPTION YEAR

The subscription year shall be the period of the financial year.

8) EXPENDITURE

No expenditure of the Association funds derived from subscriptions of members or from any contributions made from funds of the Institution shall be incurred except in the furtherance of the objects of the Association.

9) OFFICERS AND COMMITTEE

- (a) The officers shall consist of a Chairman, an Honorary Secretary, an Assistant Honorary Secretary and an Honorary Treasurer (or a single officer filling any two or three of the last three offices).
- (b) The affairs of the Association shall be controlled by a Committee which shall consist of the Chairman, the Honorary Secretary, the Assistant Honorary Secretary, and the Honorary Treasurer; the immediate past Chairman ex officio; and two ordinary members; together with such additional officers or members as the Association may decide. The Committee may at its discretion co-opt a member and/or a special member to the Committee.
- (c) A Patron may be appointed at the discretion of the Committee.

- (d) A quorum of the Committee shall be three.
- (e) The officers and members of the Committee shall be elected each year at the Annual General Meeting, and shall be eligible for re-election except no member shall hold the office of Chairman for more than two consecutive years.

10) MEETINGS

- (a) Meetings of the Committee and Ordinary and Special Meetings of the Association shall be held as required. A Special General Meeting may be called by the Committee on its own initiative or at the written request of ten financial members.
- (b) Members may introduce visitors to Ordinary or Special General Meetings subject to the approval of the Chairman. Visitors may take part in discussions on the invitation of the Chairman.
- (c) A quorum for a Special or Annual general Meeting shall be ten.
- (d) If the Chairman of the Association is not present, then a member of the Committee shall preside as Chairman at any meeting.

11) ACCOUNTS AND ANNUAL REPORT

- (a) Audited Statements of Account together with an Annual Report shall be submitted at the Annual General Meeting. A copy of the Statement and Report after approval by the Annual General Meeting shall be sent to the Secretary of the Institution.
- (b) The Committee shall appoint each year at the Annual General Meeting of the Association an Honorary Auditor who shall be a person qualified to act as an Auditor in the United Kingdom or in Australia.

12) ALTERATION OF RULES

Alteration of the Association Rules may be made only by financial members of the Association by motion passed at the Annual General Meeting or at any Special General Meeting called for the purpose provided that at least twenty one days notice in writing of such motion has been given to the Honorary Secretary who, prior to such General Meeting, shall give at least fourteen days notice of such motion and notice to all financial members. The meeting shall accept postal votes or votes by proxy providing the Honorary Secretary receives a notice in writing before the meeting commences.

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