

RULES
OF
Aeronautical Society of India

(Registered under the Societies Registration Act XXI of 1860)

Updated March 2011



13 – B, Indraprastha Estate, New Delhi - 110002
Telephone : 23370516, 23370058 Fax : 23370768
Web: www.aerosocietyindia.in
E-mail : aerosoc@bol.net.in

FOREWORD

At the 61st AGM of the Society held on 10th April 2010 at Bangalore, a suggestion was made that the Rules of the Society be reviewed. Accordingly with the approval of the Governing Council at its meeting held on 28th September 2010, Rules Committee was entrusted the task of reviewing the existing Rules of the Society as contained in the Rule Book issued in August 2005. Members of the Rules Committee were as follows:

Shri R.K.Tyagi	• Chairman
Shri Sai Giridhar Dwivedi	• Member & Advocate
Shri Ajit Dubey	• Member
Shri Debashish Saha	• Member
Shri Ashok Bhushan	• Honorary Secretary General
Shri Lalit Gupta	• Honorary Treasurer

S/Shri Yatindra Kumar, Secretary (Adm.) and R.K. Rustgi, Secretary (Exam) were associated with the Rules Committee.

Rules Committee deliberated the contents of the Rule Book at a meeting held on 27th November 2010, and recommended a number of changes in the existing provisions including additions, deletions and amendments to some Rules.

The recommended changes in the Rules were then deliberated by the Governing Council of the Society at its 205th meeting held on 8th December 2010. The Governing Council approved the proposed changes with some amendments. The changes as approved by the Governing Council in its 205th meeting along with the reasons thereof for change in the current rules, were notified to the members with Notice-1 for the AGM under the cover of letter ref. AGM: 62:1 dated 10th December 2010. Hon. Secretary General proposed that the amendments in the Rules at the 62nd AGM held on 16th February 2011. The changes in the Rules were approved by the members unanimously.

The Rules Book with all the amendments accepted by the AGM, is being issued with a hope that the Members would find the provisions useful and appropriate for smooth functioning of the Society.

The Undersigned would like to acknowledge with thanks the efforts put in by the Members of the Rules Committee and the Members of Governing Council in bringing out this updated Rules Book.

18th March 2011



Ashok Bhushan
Hon. Secy. General

CONTENTS

	Page
1. Name and Location	01
2. Objects	01
3. Constitution	02
4. Qualifications for Memberships:	
Members	02
Associate Members	03
Graduates	03
Associates/Students	03
5. Corporate Members	04
6. Honorary Fellows, Fellows and Companions	04
7. Patrons	04
8. AeSI Students	05
9. Election of Members	05
10. Resignations	07
11. Termination and Expulsion of Members	07
12. Admission and Fees of AeSI Students	08
13. Duties and Responsibilities of Members	09
14. Subscription Rates, Entrance Fees and Life Membership Dues of Members	09
15. Meetings of the Society	10
16. Proceedings at General Meetings	12
17. Titles and Abbreviated Titles	14
18. Branches	14
19. Participating Societies	15
20. Constitution of the Council	16
21. Committees of the Council	17

22.	Nomination for Election to the Council	18
23.	Manner of Election to the Council	19
24.	Vacancies	19
25.	Disqualification of Members of the Council	19
26.	Responsibilities of the Council Members and the Proceedings of the Council	19
27.	Property	21
28.	Funds and Accounts	21
29.	Common Seal	22
30.	Notices	22
31.	Donations and Bequests	23
32.	Distribution of Publications	23
33.	Alterations in the Rules	23
34.	Nomination and Election to Branch Executive Committee	23
35.	Bye-Laws for Branches	23
36.	Branch Executive Committee	25

SCHEDULES

I	Form "A"	- Application for Membership	26-29
II	Form "B"	- Nomination for Election as Fellows	30-35
III	Form "G"	- Letter of Acceptance	36
IV	Form "L"	- Code of Professional Ethics	37
V	Form "H"	- Non Payment of Subscription	38
VI	Form "I"	- Non Payment of Subscription	39
VII	Form "J"	- Ballot Paper	40

THE AERONAUTICAL SOCIETY OF INDIA

13 – B, Indraprastha Estate, New Delhi - 110002

RULES

1. The name of the Society shall be *THE AERONAUTICAL SOCIETY OF INDIA* (AeSI), hereinafter called the Society.
2. The Registered Office of the Society shall be situated at New Delhi.
3. The objectives of the Society are to promote the advancement and dissemination of knowledge of the Aeronautical Sciences and Aircraft Engineering and the elevation of the Aeronautical Profession.

In order to achieve these objectives, the Society shall engage in the following activities:

- a) Promotion of the professionalism of its members by setting up and maintaining a high standard of competency and by strict enforcement of rules of personal conduct as condition of Membership.
- b) Organisation of lectures and discussions and the publication of papers dealing with various branches of Aeronautics.
- c) Establishment of a library of Aeronautical Publications.
- d) The purchase, lease or acquisition by any other lawful means and the disposal of any premises or any other property for the purposes of the Society, subject to the provisions of the Societies Registration Act, 1860.
- e) Printing, Publication, Sale, Loan or Distribution of such documents as may be found desirable.
- f) Conduct of Examinations and award of Certificates, Prizes, Scholarships and Stipends.
- g) Performances of such lawful acts as would be conducive to the fulfillment of the objectives of the Society.
- h) Promotion of amateur activities such as gliding, ballooning, aero-modeling etc. for creating and promoting awareness of aeronautics among younger generations.

Constitution

4. The Society shall consist of Fellows, Members, Companions, Associate Members, Graduates, Associates and Students (including AeSI–Students), and Members/Fellows elected as Honorary Fellows (all of whom are hereinafter referred to collectively as Members). They shall be entitled to the rights and privileges mentioned hereinafter.
5.
 - a) Only the names of Members shall be entered in the Register to be kept pursuant to Section 15 of the Societies Registration Act, 1860.
 - b) Every Member of the Society except the student Members shall, save as provided in Rules 38 be entitled to vote at any meeting of the Society.
6. The qualifications, mode of election, rights and privileges and obligations of Members shall, save as herein provided, be prescribed by Regulations made by the Society from time to time and shall also be subject to alteration or repeal by such Regulations. Similarly, all provisions and regulations with regard to students for Associate Membership Examination shall, save as herein provided be as prescribed by the Regulations in force from time to time.

Qualifications for Memberships

MEMBERS

7. Members shall have been either Associate Members or shall have fulfilled the conditions necessary for Associate Membership. They should have achieved distinction in the profession of aeronautics and/or shall have held a position of responsibility for a minimum period of 5 years. In addition, they shall have either:-
 - a) Made useful scientific or technical contribution in the field of aircraft design and production or aeronautical research education or training or in any other branch of aviation technology;

OR

- b) Acquired considerable experience of the practical aspects of aviation for at least a total period of 10 years as pilots, navigators, aircraft maintenance engineers, production engineers, aeronautical communication engineers, airworthiness certification or aeronautical quality assurance, air traffic controllers or other scientific or technological personnel engaged in aviation activities or a field related to aviation activities such as aviation medicine, aviation law, aviation finance, aviation marketing, aviation

management and holding a responsible position, in a manner acceptable to the Council.

Companions shall be those persons who are ineligible for the technical grade, but have contributed or are likely to contribute directly or indirectly to the development of aeronautical science and engineering or to the furtherance of the objectives of the Society.

Associate Members

8. Associate Members shall have passed the Associate Membership Examination of the Society or any other examination acceptable to the Council as of equivalent standard including a degree in engineering in any discipline and shall have been engaged in addition to the period of training for at least 2 years in the profession of aeronautics or in other specific scientific or technical work applied to or allied to aeronautics including work connected with aircraft engineering or operations or post graduate studies in engineering;

OR

They shall have acquired experience of the practical aspects of aviation for at least a total period of 4 years as pilots, navigators, aircraft maintenance engineers, production engineers, aeronautical communication engineers, airworthiness certification or aeronautical quality assurance, air traffic controllers or other scientific or technological personnel engaged in aviation activities or a field related to aviation activities such as aviation medicine, aviation law, aviation finance, aviation marketing, aviation management, in a manner acceptable to the Council.

OR

Personnel in the rank of JCOs in armed forces or equivalent in civil sector.

Graduates

- 9.1 Graduates shall have passed the Associate Membership Examination of the Aeronautical Society of India; Parts II & III Sections A & B or any other examination acceptable to the Council as of equivalent standard.
- 9.2 Fresh Pilots, Navigators including the CCPL holders and other professionals etc., shall be taken in as graduate members.

Associates/Students

- 10.1 Associates shall be engaged in any branch of aeronautics for a period of 5 years out of which 3 years shall be in a supervisory capacity.

10.2 Students shall be undertaking engineering under-graduate studies at a recognized engineering institution.

Corporate Members

11. Corporate Members shall be Institutions / Commercial Organisations interested in promoting the objects of the Society. The Society can receive and collect voluntary contributions / donations from Institutions / Commercial Organisations.

Honorary Fellows, Fellows and Companions

12.1 The Council may elect eminent persons intimately connected with aeronautics or a science closely allied thereto whom the Society specially desires to honour and who have rendered exceptionally important services to the cause of aeronautics, as Honorary Fellows.

12.2 A Branch Committee or any five full Members together may make suggestions with regard to election of Fellows, to the Grading Committee, to screen and to recommend to the Council for election of Fellows. Every candidate for election into the class of Fellows shall be a Member for at least five years. Grading Committee can also make recommendations in this regard. However the council is authorized to consider reduction of this minimum period in case of exceptionally deserving applicants. A citation in support of the nomination shall accompany the recommendation.

12.3 Companions shall be those persons who are ineligible for the technical grade, but have contributed or are likely to contribute directly or indirectly to the development of aeronautical science and engineering or to the furtherance of the objectives

Patrons

13.1 The Council of the Society may elect a Patron-in-Chief and Executive Patrons.

The tenure of the Patron-in-Chief and Executive Patrons would be decided by the Council keeping in view the appointment of the dignitary.

13.2 The Society may invite heads of organisations/individuals connected with aviation who are interested to promote the objects of the Society to become patrons during the tenure of their office or for a maximum period of 3 years. The number of patrons at any time would be limited to ten.

AeSI Students

14. AeSI Student shall have passed the 10+2 level with 50% or more marks in Physics, Chemistry and Mathematics or equivalent or they shall be studying aeronautics or allied subjects or working in any engineering organization or scientific institution and shall be sponsored in a manner acceptable to the Council.

Election of Members

15. Every candidate for election or transfer to grades of Member, Companion, Associate Member, Graduate or Associate shall be proposed by a member who knows the candidates personally and shall be seconded by one more member who also know the candidate personally.

The proposer and the seconder shall sign the form of the application.

The Council may also transfer members in lower grade to higher grade without application, if it is satisfied that the concerned member possesses requisite qualification and experience. Recommendations by the concerned Branch Committee may also be considered for such upgrading.

The Student grade shall be applicable to the undergraduate students at a government- recognized institution. In such cases the application is to be duly recommended and forwarded by his/her institutions

16. A candidate for election to the grade of Member or Companion shall be proposed and seconded by two Members of higher grades. A candidate for election to grade of Associate member & Graduate member shall be proposed and seconded by two Associate members or higher grades. In case of candidates for election to Graduate, who have passed Sections A & B examination of the Society, recommendation of Proposer/Secunder is not necessary.
17. The candidates must be proposed and recommended according to Form 'A' in the schedule hereto. Candidates seeking direct election in the grade of 'Fellow' must be proposed and seconded as per the Form 'B' in the schedule hereto.
18. The proposals so made shall be referred to the Grading Committee which after considering the qualifications specified by the Council shall advise whether the proposals should be accepted or not.
19. The President may approve Election/up gradation of applicants to the grade of Members, Companion, Associate Members, Graduate, Associate and Students, on recommendations of the Grading Committee.

20. The governing Council on the recommendation of the Grading Committee may approve election/up gradation to the grade of 'Fellow'.
21. The Grading Committee shall be chaired by one of the Vice President of the Council and consist of two Council Members and two persons nominated by the Council. The report shall be submitted to the Council.
22. The Council reserves the right to reject an application for Membership without assigning any reasons whatsoever.
23. Any Members elected to a Grade of Membership of the Society shall receive a suitable letter: -
 - a. From the President, in case of Honorary Fellows.
 - b. From the Honorary Secretary General in the case of Fellows or Members or Companions.
 - c. From the Secretary (Admin.) in the case of other grades.

This letter will encourage all paying Members to enroll as Members for life. This letter shall have the following enclosures:-

- i. A copy of Rules along with a copy of the latest Annual Report may be enclosed; however Rules Book is placed on the Society's website and can be down loaded or referred as required.
- ii. Code of Professional Ethics, to be signed and returned to the Society.
- iii. A letter of acceptance of the election as per schedule to be returned to the Society.

On receipt of item (ii) and (iii), he would be enrolled as a Member and a Certificate of Membership is prepared by the Secretariat.

For Honorary Fellows: A letter of admission shall be sent by mail/e-mail. The original certificate shall be given at an ensuing General Body Meeting or Council Meeting of the Society.

For Others: A letter of admission and a Certificate of Membership shall be sent by mail/e-mail.

For Life Members: For all Life Members, a special Life Membership Card shall be mailed with the letter. For others a Membership Card indicating Name, Membership Number, Grade and date of validity shall be sent by post. Year of Membership shall be April to March.

After joining the Society a member shall each year get on demand the following:-

- a. A reminder indicating obligatory and optional dues, donations, etc. for the following year, to be e-mailed.
- b. A copy of latest Annual Report, and list containing Members name, occupation, current address, e-mail address, Membership number, Grades and date of validity.

If a member does not send his dues by 30th September, steps will be taken to temporarily withdraw his name from all mailing lists and the member will be informed through a courteous letter. On payment of all arrears up to date, the privileges of the Member shall be restored from the date dues are received.

Resignations

24. Any Fellow, Member, Companion, Associate Member, Graduate or Associate may resign his Membership of the Society by indicating his desire to do so by giving one month notice of resignation in writing addressed to the Honorary Secretary General.

Should the resigning member desire to restore his membership in that case such application of resignation may be cancelled within six months of receipt of written request by the Honorary Secretary General of the Society, on payment of all dues for which the member would have been liable had he/she continued to be a member; and he/she shall thereupon be restored to the class of membership to which he/she previously belonged.

25. A member who ceases to be a member either by voluntary withdrawal or by forfeiture of his membership, shall continue to be liable for payment of all his/her dues until he/she has settled satisfactorily all accounts with the Society and returned all books or other property borrowed by him/her from the Society or failing that he/she shall have made full compensation for any loss sustained by the Society on his/her account.
26. Member who has voluntarily resigned from the Society shall be eligible for re- election.

Termination and Expulsion of Members

27. If a member of the Society is guilty of willfully disobeying the Rules and orders of the Council or commits a willful breach of order at any of the meetings or having committed such offence persists in disobeying orders of the Council after being warned by the President or if for any reason it shall appear to the Council that the name of the Member should not remain on the rolls, his Membership shall be terminated by the Society. The Council shall

in every such case investigate and take the matter into consideration and if in their opinion it is expedient to appoint a committee to make or assist in making investigation they shall appoint a committee accordingly, and shall cause such committee to report to the Council and the Council may adopt or reject such report wholly or in part and Council shall give the member opportunity of attending before the Council or any Committee appointed by the Council to defend himself/herself or any of the accusations made against him/her and if the Council do not find reason to concur in the proposal, no entry thereof be made in the Minutes nor shall any public announcement thereof be made; but if the Council decide that the said Member must cease to be a member, the Honorary Secretary General shall serve upon him a notice accordingly. If the members duly withdraws, no entry in the Minutes nor any public announcements on the subject shall be made; but if the member does not give notice of his/her resignation within one calendar month of his/her being served with the said notice, the Honorary Secretary General shall serve upon the member further notice declaring his expulsion, and thereupon such member shall cease to be a member.

28. In case ten or more members consider the expulsion of a member to be necessary, and they draw up and sign a proposal for such expulsion setting forth grounds for such expulsion, this proposal being delivered in writing to the Honorary Secretary General, shall be, by him/her, laid before the Council for consideration and appropriate action. Once a member has been so expelled by the Council, he/she shall be debarred from membership for a period deemed fit & decided by the Council.

Additional Grounds for Termination

- 28.1 If a member is convicted under any Section of the Indian Penal Code or any other law under which he/she undergoes sentence of jail.
- 28.2 If a member performs any act of indiscipline which is derogatory to the stature of the Society, in the opinion of the Council.

Admission and Fees of AeSI Students

29. AeSI Students only are permitted to appear in the examination conducted by the Society. They shall remain students of the Society during the pleasure of the Council. Their memberships should be current at the time of submitting application to appear in any examination. Names of Student members who are in arrears with their subscription for 3 years shall be removed from the rolls. Any such Student Member who wishes to renew his/her membership should apply for re-registration and he/she may be re-admitted on payment of a sum equal to annual subscription for three years.

30. After completion of Section-A, a Student member shall pay the first installment of composite fee for Life Membership before he/she can appear in Section B. After completion of Section-B, the Student member shall pay the second installment of composite fee for Life Membership and he/she shall be automatically elected a Graduate Life Member without payment of any additional fee.
31. The applicable fee structure including Life Membership fee for Student Members will be reviewed from time to time and decided by the Governing Council in one of its meetings.

Duties and Responsibilities of Members

32. Every Fellow, Member, Companion, Associate Member, Graduate, Associate and Student of the Society shall:
 - a) Observe strict professional integrity in all his/her dealings.
 - b) Not accept any unauthorized commission, discount, allowance or indirect profit to himself/herself in connection with any work under his/her charge or with any professional business entrusted to him/her.
 - c) Deal fairly with all his/her clients, and while acting in a professional capacity, shall not withhold information from his/her clients as to his/her capacity as a director or Members of, or a shareholder in, or agent for, any contracting or manufacturing company or firm or business with which he/she may have occasion to deal on behalf of his/her clients, or any other financial interest he/she may have in such company, firm or business.
 - d) Be debarred from receiving in any manner remuneration directly or indirectly for any patented or protected article or process in the use and work undertaken on behalf of his/her clients unless with their authorization in writing.
33. The Council either by expulsion of the offender or in such other manner as the Council may think fit, if provided, shall deal with any professional misconduct by a member of the Society or breach of Rules and Regulations.

Subscription Rates, Entrance Fees and Life Membership Dues of Members

34. All annual subscription shall be due on the first day of April in each year, for the financial year commencing 1st April to 31st March of the following year. Subscription and any dues shall be paid to the Headquarters of the Society.

35. A member whose subscription is in arrears for 3 years shall be served with a notice (Form-H). In the event of its becoming 3 additional months in arrears after such notice the Council shall have the power to terminate his/her Membership of the Society (Form – I). A Member whose name has been struck off, can rejoin by paying either:-
- a) Re-admission fee and current dues.
 - b) Re-admission fee and life Membership dues. On re-admission his privileges shall be restored and a new Membership Card shall be issued to him.
36. Any Fellow, Member, Companion, Associate Member, Graduate or Associate whose subscription shall not have been paid before first day of October shall not be entitled to attend or vote at any General Meeting of the Society.
37. Every Member on transfer to a higher grade shall pay the full subscription for the current financial year for the grade to which he/she is transferred, and the subscription already paid for the year shall be credited in part payment thereof. Life-Members on up gradation shall pay a sum equal to difference of applicable fee in the two grades
38. Every member shall be liable for payment of his/her annual subscription for the ensuing year for the grade to which he/she has been elected unless he/she has notified his/her desire to resign in writing to the Honorary Secretary General at least one month before the last day of March.
39. Applicable Membership Fee in various Grades shall be specified in the application form and published on the official web-site.
- 39.1 The membership fee in various grades may be revised from time to time by the Council at the recommendation of the Finance Committee.

Meetings of the Society

40. The Business Meetings of the Society shall be as follows:-
- (i) Annual General Meetings
 - (ii) Extraordinary General Meetings
 - (iii) Ordinary Meetings
41. The Annual General Meeting of the Society shall be held either in the Month of January or on such date as may be decided by the Council being not more than 15 months after the last Annual General Meeting.

42. The Annual General Meeting shall:-
- a) Receive and consider the Annual Report of the Council on the state of Society.
 - b) Receive and consider the Statement of Accounts made up to the end of the preceding financial year.
 - c) Appoint the Auditors for the ensuing financial year.
 - d) Receive the report of the scrutinisers on election of the Council; and
 - e) Deal with such other business of the Society as may be necessary.
43. The Council may at any time call an Extraordinary General Meeting for transacting any special business of the Society, other than that specified in clauses (a), (b), (c) and (d) of Rule 42.
44. An Extraordinary General Meeting may also be convened on the request of 50 or more members of the Society. The requisition must be in writing signed by members who are current with their dues and must be deposited at the Registered Office of the Society and must state the objects and specify the general nature of business to be transacted. In case it is proposed to discuss any alterations or additions to the Rule of the Society at the said Meeting, a statement of proposed changes under Rule 103 must accompany the request. The Council shall review all such request within thirty days of their receipt. If the business is of a nature, where a delay would be not in the interest of the Society, the Council will convene an Extraordinary General Meeting at the earliest opportunity. However, if the business is of an emergent nature, the Council may decide to consider it at the next Annual General Meeting and the members who have forwarded the request shall be informed accordingly; if the matter is not so considered at the ensuing AGM the Members requisitioning the meeting may deposit a fresh notice duly signed by 50 Members in the Registered Office of the Society and may themselves convene such a meeting to be held within three months from the said date. The Council shall produce at the Registered Office of the Society within forty eight hours (exclusive of Sundays and bank holidays) of the deposit of such notice, a list or book of the names and addresses of all members for inspection by the said fifty members or their agents, during all times during which the Registered Office of the Society shall be open.
45. The Ordinary Meetings of the Society shall be held on such days and at such hour as may be appointed by the Council. The business of the Ordinary Meeting shall be of a technical nature including lectures and discussions and

such other business as is not reserved for General Meetings. Non-Members of the Society may attend the Ordinary Meetings of the Society.

Proceedings at General Meetings

46. a) At least one month notice shall be given to an Annual General Meeting or an Extraordinary General Meeting and the nature of the business to be transacted shall be clearly stated in the notice.
b) The accidental omission to give notice of any meeting to any Members or the non-receipt of such notice by Members shall not invalidate the Proceedings at any Meeting.
47. At any General Meeting, all questions, save as provided in Rule 103, shall be decided accordingly to the majority of the votes properly given thereat. In case of any equality of votes the Chairman of the Meeting shall have a casting vote. But otherwise he shall not vote with the rest of the Meeting.
48. The quorum at any General Meeting of the Society shall be 50 Members personally present and entitled to be present and vote thereat. Unless the quorum is present at the commencement of the business, no business shall be transacted at any such meeting. If a quorum be not present within, half of an hour of the appointed time for holding the meeting, the Chairman shall declare the Meeting postponed to a later date, of which at least seven days notice shall be given to Members entitled to attend thereat.
49. At all business meetings of the Society, the President shall be the Chairman or in his absence President-Elect. In the event of the absence of the President and President-Elect, Senior most of the Vice-Presidents or in the absence of the President, President-Elect as well as the Vice-Presidents, Member of the Council who has been the longest in office since his election as Member of the Council or if no Member of the Council is present, the Member chosen by the Members present at the Meeting shall be the Chairman.
 - a) At any General Meeting a resolution put to vote of meeting shall be decided on a show of hands unless poll is demanded, in accordance with these Rules; and unless a poll is so demanded, a declaration by the Chairman that a resolution has been carried or carried unanimously or by a particular majority or lost or not carried by a particular majority shall be conclusive.
 - b) A vote by ballot shall however be taken whenever:

- (i) Any 10 Members present at the meeting and entitled to vote thereat, demand it.
 - (ii) Any 10 Members present at the meeting or not, but entitled to vote at the meeting, shall by notice in writing, delivered to the Honorary Secretary General, not less than forty eight hours before the time for holding the meeting, demand it.
 - (iii) The Council so directs.
50. Vote may be recorded at all General Meeting either personally or by proxy. When a vote is to be decided by show of hands every Members present in person and entitled to vote such meetings shall have one vote. In case of a vote by polling, every member present in person or by proxy and entitled to vote at such meetings shall have one vote.
51. If a person is not entitled to vote at a meeting he is not eligible to be appointed as a proxy at the meeting.
52. The instrument appointing a proxy shall be writing under the hand of the person appointing or his attorneys and whether given for a specified meeting or otherwise, shall as nearly as circumstances will admit be in the form or to the effect following: -

The Aeronautical Society of India

I, _____ being a Member of the Society hereby appoint _____ or _____, of _____ or failing him _____ of _____ my / proxy to vote for me and on my behalf at the Annual General Meeting or the Extraordinary Meeting of the Society to be held on ____ day of ____ 20 ____ and at any adjournment thereof.

Given under my hand this the _____ day of _____ 20 ____

Signature

Grade & Membership Number

53. The instrument appointing proxy and the power of attorney or other authority, if any, under which it is signed less than forty eight hours before the time for holding the meeting or adjourned meeting at which the person named in the proxy proposes to vote; but no instrument appointing a proxy shall be valid after expiration of six months from the date appointed for the meeting

except at a poll demanded by the meeting held within the said six months but adjourned to a date later than the said six months.

54. A vote given in accordance with the terms of the instrument appointing the proxy will hold good despite the previous death of the principal or revocation of the proxy unless previous intimation in writing of the said death or revocation shall have been received at the Registered Office of the Society in proper time.
55. The Chairman may, with the consent of any General Meeting at which a quorum is present, adjourn the meeting from time to time from place to place, but no business shall be transacted at any adjourned General Meeting other than the business left unfinished at the meeting from which the adjournment took place. When a General Meeting is adjourned for ten days or more, notice of the adjourned meeting shall be given as in the case of an original meeting. Same as aforesaid it shall not be necessary to give any notice of any adjournment or the business to be transacted at the adjourned meeting.

Titles and Abbreviated Titles

56. Every Honorary Fellow, Fellow, Members, Companion, Associate Members, Graduate, Associate and Student may respectively use the following abbreviation to indicate his grade in the Society, namely;
Hon.F.Ae.S.I., F.Ae.S.I., M.Ae.S.I., Comp.Ae.S.I., A.M.Ae.S.I., Grad.Ae.S.I., A.Ae.S.I. and Student Ae.S.I.

Branches

57. Branches of the Society may be instituted at such places as may be found expedient by the Council, upon receipt of a request in writing from not less than 50 (fifty) resident members in any state, city or town and the Council shall reserve to itself the right to dissolve such branches at its discretion.
58. The Branches of the Society shall be formed and their affairs shall be conducted in accordance with the Rules and Regulations of the Society. All Honorary Officers and the majority of the members other than Honorary Officers serving in an executive capacity shall be elected from amongst the members of the Society by the members affiliated with the Branch concerned.
- 59.1 Members of the Society shall be affiliated to any one of the Branches without payment of additional fee. All Members residing outside the country shall be attached to International Branch.
- 59.2 The Council may consider the formation of 'Special Interest Groups'(SIGs) of the Society to promote a particular activity upon receipt of request in writing

from not less than 40 Members and Council shall reserve to itself the right to dissolve such 'Special Interest Groups' at its discretion. The affairs of these 'Special Interest Groups' of the Society can be conducted in accordance with rules and regulations applicable to the Branches of the Society. The activities of these 'Special Interest Groups' shall be funded by the Society by a suitable mechanism as enumerated in Clause 59.3.

- 59.3 A one time grant may be given to the 'Special Interest Group' to commence operation in the specialised field. This 'Special Interest Group' will raise its own resources for promotion of its activities. In case of conducting any Seminar/Workshop etc., by this 'Special Interest Group', the Aeronautical Society may consider the usual grant as per Society Rules.

The 'SIGs' will raise its own resources to promote its activities by corporate sponsorship and subscription. Parent Branch will also provide financial support. If required, Council could authorize additional funds for this purpose to the Branches. And SIGs will refrain from endorsing specific products.

60. Any student Members who is not in arrears with the payment of yearly fee to the Society will be entitled to admission to the ordinary meetings of the Society and the Branch without payment of any additional fee. However, Student Members shall not be entitled to vote at any of the meetings or to receive a copy of Journal.
- 61.1 The Council may at their discretion contribute towards the formation and yearly maintenance of a Branch from the general funds of the Society. The Branch shall present its accounts annually to the Council in such a manner, as the Council may desire.
- 61.2 The respective branches shall retain the fund generated by the branches through their activities in toto. However the membership subscription if collected by the branches shall be transferred to the head office at Delhi in totality and this amount shall not be shared by the branches.

Participating Societies

62. The Participating Societies shall be Societies or organizations which desire to be specially associated with the work of the Society and which have been admitted by a Resolution of a General Meeting to the privileges of participation as prescribed by the Rules and Regulations from time to time in force.
63. The Society and all participating Societies shall be separate entities, each functions under its own Rules and Regulations and shall not by the fact of participation become responsible for or acquire control over the acts of each other.

64. The Society and all participating Society may at any time withdraw from participation after giving two months notice of its intention to do so. The participation of any Society may be terminated by a Resolution of a General Meeting after due notification to this effect has been given to the participating Society concerned and the effect of this decision shall be communicated in writing to such Society and the participation of such Society shall be terminated two months from the date of such resolution.

Constitution of the Council

65. The Affairs of the Society shall be managed by the Council of the Society which shall consist of the President, President – Elect, seven Vice-Presidents, two immediate past-Presidents, the Honorary Secretary General, the Honorary Treasurer and 15 other Members, twelve of them to be elected under the Rules, and the other three to be nominated by the President to represent special interests and not more than two representative from the participating Societies. The hierarchy of the Vice President shall be decided by the President. The Chairman of all Branches of the Society and the Editor Journal of the Aeronautical Society of India shall be ex-officio Members of the Council. The Council may appoint in addition an Honorary Accountant, an Honorary Librarian, an Honorary Legal Adviser and other Honorary Officers.
66. The nomination and election of candidates for Membership to the Council shall be in accordance with Rules 81 to 85 of the Rules.
- 67.1 In case of the resignation or decease of the President, President-Elect shall function as President till next Annual General Meeting, at which he will take over as President.
- 67.2 In case of the resignation or decease of the President -Elect, the Council shall nominate a President-Elect who shall hold office only till the next Annual General Meeting.
68. In case of the resignation or decease of number of Members of the Council, the Council at their discretion may fill the vacancy, but the Members so co-opted shall hold office only till the next Annual General Meeting.
69. The Honorary Secretary General shall conduct the correspondence of the Society, prepare agenda for and attend all meetings of the Society and all Committees appointed by the Society, take or cause to be taken the Minutes of the proceedings of such Meetings, read the Minutes of the preceding Meeting and all communications which may be ordered to be read; administer the Library; superintend the publication of such papers as the Council may direct; direct the collection of subscriptions and the preparation of the accounts of

the expenditure of the funds of the Society and present all such accounts to the Council for scrutiny and approval. He shall, in general, manage all ordinary business of the Society and shall be responsible to the Council for all administrative matters.

Committees of the Council

70.1 The Council may appoint Committees consisting of Members of the Council, Members of the Society and others with such powers as it may prescribe, and shall fix the quorum for each committee.

70.2 The Council shall prescribe the terms of reference of such Committees and they shall report to the Council and that decision shall be subject to confirmation by the Council unless otherwise determined by the Council.

70.3 The Honorary Secretary General and the Honorary Treasurer shall be ex-officio Members of such Committees including the Grading Committees.

71. The Committees so appointed by the Council shall include the Finance Committee and Grading Committee.

72. The Council shall appoint the Finance Committee annually. It shall consist of at least three persons of whom one shall be the Honorary Treasurer and he shall be the Chairman of the Committee. It shall meet as often as the financial business of the Society may require. The Financial Limit of the expenditure authorized at various levels shall be as follows: -

i. Secretary Admin	Rs. 10,000.00
ii. Honorary Treasurer	Rs. 20,000.00
iii. Honorary Secretary General	Rs. 50,000.00
iv. President AeSI	Rs. 2,00,000.00

All expenditure above Rs.2, 00,000.00 shall have prior approval of the Council. All expenses above Rs. 50,000.00 shall be communicated to the council at the earliest and total balance sheet shall be put-up to the AGM annually for approval. The Branches shall also follow the above rule with the proviso that the local Branch Chairman and Branch Executive Committee shall enjoy the same powers in case of branch expenditure as that applicable to the President and Council.

73. The Grading Committee, which is appointed annually by the Council, shall consist of at least five persons. The Council or the President shall not approve admission/upgradation of any member without prior recommendation of the grading committee.

74. The “term of office” of members of the Council excluding President and President-Elect, shall be from the date of the election to the Council at an Annual General Meeting until the election of the next Council at the following Annual General Meeting, however, subject to the provisions of Rule 83. The “term of office” of the President and the President-Elect shall be for two consecutive “term of office” of the members of the Council specified above.
75. President – Elect will ordinarily take over as and when the term of current President ends. The retiring President shall be entitled to serve on the Council as the immediate Past President without election.
76. The Council shall have power to appoint, remove and suspend any paid secretary or other officials, clerks and servants and to determine their duties and responsibilities and to decide if any securities are to be taken from them and make such arrangements and enter into such agreements with them as the Council shall think fit and to pay them such salaries and wages and such other remuneration by way of pensions, gratuities or otherwise and to make such provisions for grant of such pensions to them after their retirement from the Society as the Council may think proper.

Nomination for Election to the Council

77. At least two months before the Annual General Meeting in each year the Council shall send to each member notice of duly qualified persons whom it nominates as candidates for election at the said Annual General Meeting for the office of the Vice-Presidents, Honorary Secretary General, Honorary Treasurer, other members of the Council and President-Elect (if applicable in terms of Rule 74), after obtaining written consent from the nominee. Duly qualified persons shall include all members of the Society who have paid their subscription or deemed to have paid their subscription.
78. After issue of the notice as mentioned in the preceding Rule, any 10 members who have paid their subscriptions for the current financial year, may nominate within 15 days of issue of notice and/or its posting on the official web-site of the Society, but not later; any other duly qualified person, (who has paid his/her subscription or deemed to have paid his/her subscription for the current financial year), as a candidate for election to any one or more the said offices by depositing at the Society’s Head- office (a) such nomination in writing together with (b) the written consent of the nominee to accept office if elected. Any such nominations received without the above mentioned documents and/or later than 15 days of issue of notice and/or its posting on the official website of the Society, shall be invalid and hence rejected. No member may nominate more than one candidate for the same office in any year.

79. The Council shall invite each participating Society at least two months before the Annual General Meeting each year to provide name of a candidate for nomination to the Council for the ensuing year.

Manner of Election to the Council

80. The list of candidates nominated for election to the Council shall be printed and a copy sent to each resident Members of the Society at least one month before the Annual General Meeting. A resident member for the purpose of this Rule is a member whose permanent address is within India.
81. At the Annual General Meeting the members present shall choose two or more scrutinizers for the purpose of the ballot papers (schedules), who shall open and examine them and count the votes cast by members present at the General Body Meeting and report the result to the Chairman of the Meeting. In the event of a tie for any office the scrutinizers shall submit the names of the candidates so tying to the Chairman of the Meeting who shall determine which of the candidates shall be elected.

Vacancies

82. The Council may fill casual vacancies in the office of President-Elect, Vice- President, Honorary Secretary General, Honorary Treasurer and Members of the Council. The names of persons selected to fill in casual vacancies shall be announced at the next General Meeting of the members.

Disqualification of Members of the Council

83. The office of a Member of the Council shall be vacated;
- a) If he/she is declared bankrupt; or
 - b) If he/she resigns his/her position as a Member of the Council; or
 - c) If he/she ceases to be a Member of the Society; or
 - d) If he/she is of unsound mind and is declared to be so by any Competent Court.

Responsibilities of the Council Members and the Proceedings of the Council

84. The Council shall hold Meetings as and when required for transacting the business of the Society and may adjourn and regulate its Meetings as it thinks fit. The Honorary Secretary General shall convene the Meetings of the Council as provided hereinafter. The President, President-Elect, the Vice-

Presidents or any three Members of the Council are empowered to convene a Meeting of the Council. The quorum at every Meeting of the Council shall be five.

85. The continuing Members of the Council may act despite any vacancy in their body; but if and so long as their number is reduced below five, the continuing Members of the Council may act for purpose of increasing the number of Members of the Council to that number or for summoning a General Meeting of the Members of the Society but not for any other purpose.
86. The President of the Society shall be the Chairman of the Meetings of the Council if he is present. In the absence of the President, President-Elect shall chair the meetings, in the event of absence of President as well as President-Elect, one of the Vice-Presidents or in case the President, President-Elect as well as Vice- Presidents are absent, a Member chosen by the Members present shall preside.
87. Subject to these Rules, questions arising at any Meeting of the Council shall be decided by a majority vote of the Members present, each of whom shall have one vote. In case of a tie the Chairman shall have a casting vote, otherwise he/she shall not vote with the rest of the meeting. The voting shall be by ballot if so demanded by any two Members present.
88. The powers and duties of the President shall be as follows:-
 - (i) To preside at Meetings of the Society and of the Council and to regulate the proceedings of such Meetings.
 - (ii) To see that the Rules and the Regulations of the Society are strictly followed.
89. The powers and duties of the Council shall be as follows:-
 - (a) To manage affairs of the Society and for such purpose to make, amend or abrogate regulations for the good administration of the Society, provided that no such regulations shall have validity or effect if, and to the extent that they are repugnant to the provisions of the rules.
 - (b) To cause Minutes of Meetings to be kept.
 - (c) To arrange for the publication of such papers and documents in such manner as it may consider being likely to further the objects of the Society.
 - (d) To maintain a library of books, works and manuscripts on aeronautical sciences or the application thereof or other subjects allied thereof and to

cooperate with any of the participating societies in the management and control of a joint library.

- (e) To cause examinations to be held from time to time for the purpose of testing the qualifications of candidates for election or transfer to any grade of Membership and for this purpose to define the subjects comprising such examination and to fix fees to be paid or deposited by the candidates.
- (f) To cause examinations to be held from time to time for the purpose of testing the proficiency and knowledge of persons in aeronautical science and engineering and applications thereof or subjects relevant to the profession of aeronautics to grant certificates on the result of such examinations and to fix fees to be paid or deposited in respect thereof.
- (g) To pay remuneration out of the general funds of the Society to examiners, assessors and other officials.
- (h) To perform such other acts as may be necessary for the efficient management of the Society subject to the provisions of the Rules.

90. In all financial matters the Council shall act in consultation with the Finance Committee appointed in accordance with Rule 72.

Property

91.1 All immovable and movable properties of the Society including monies, securities, banking accounts and credits shall vest in the Council which shall have power to sell, transfer or otherwise deal with, dispose off and use the same in such a manner as it considers conducive to the best interests of the Society.

91.2 The Branch can only dispose off immovable property acquired by the Branch with the prior concurrence of the Council and the Council can take such action, only if the Branch ceases to exist.

Funds and Accounts

92. The Council on behalf of the Society shall keep a proper working balance in current account in a scheduled bank or banks. All the funds of the Society not so kept shall be invested in gilt edged securities, interest of which is guaranteed by the Government of India or in such other manner as the Council may deem fit.

93. Proper accounts of the receipts and expenditures, assets, credits and liabilities of the Society and of all sales and purchases of goods by the Society shall be maintained for each financial year. Separate accounts shall be kept of all funds

administered by the Society on behalf of the Government. The books and accounts shall be kept at the Registered Office and subject to any reasonable restriction as to the time and manner of inspecting the same that may be imposed by the Society in General Meeting, they shall be open for inspection to the Members at all times during business hours. The account book shall be audited by registered auditors every year and audited accounts are to be presented to AGM.

94. All securities, the property of the Society shall be kept in safe custody of a scheduled bank.
95. Cheque drawn on the Bank shall be signed by the Honorary Treasurer or Honorary Secretary General or Secretary (Admin) provided that if the cheque is for a sum less than Rs.5000/-, it shall be signed by any one of the three authorized signatories i.e., Honorary Secretary General, Honorary Treasurer or Secretary (Admin.). Any cheque of the value more than Rs. 5000/- has to be signed by any two signatories. However, a single signatory may sign cheques only up to the total value of Rs.15000/- per month.
96. The Council shall from time to time cause to be prepared and to be laid before the Society in General Meeting such income and expenditure accounts, balance sheets and reports as may be necessary.

Common Seal

97. The Society shall have a Common Seal and the Council shall be responsible for the safe custody and proper use thereof. It shall only be used in the presence of at least two Members of the Council. Every document to which the seal is affixed shall bear the signatures of two such Members; and in addition the signature of either the Honorary Secretary General or Honorary Treasurer or that of any other person appointed by the Council.

Notices

98. Any notice, list or other like documents to be served or given by the Council or by any officer of the Society shall be either delivered to the person concerned personally or sent by prepaid post to his address as entered in the Register of Members.
99. Any notice so sent by post shall be deemed to have been served on the seventh day following the date on which the same was posted.
100. All legal cases concerning Society shall lie within the jurisdiction of the courts where the Headquarters of the Society is located.

Donations and Bequests

101. The names of all persons who have made any donations to the Society or presented any book to its library or voluntarily contributed to the assets of the Society in any manner shall be recorded and published.

Distribution of Publications

102. A Member whose subscription is not more than three months in arrears or who shall have previously compounded or a student whose annual fee is not more than three months in arrears shall be entitled to receive without any further payment a copy of the publications of the Society, other than those publications specially printed and are for sale.

Alterations in the Rules

103. The alteration or repeal of any existing Rule or the introduction of a new Rule may be recommended by the Council or proposed by ten or more Members of the Society. A statement of the proposed changes and the reasons for them shall be sent to every members of the Society entitled to vote, at least two months before a General Meeting at which it is intended to get the votes of the whole body of Members, provided that no change in the Rules shall be valid unless a majority of three-fourths of the Members who have voted shall be in favour of the proposed changes.

Nomination and Election to Branch Executive Committee

104. The nomination for election and the manner of election to the Executive Committee of the Branch shall be governed by the same rules as applicable to the Council of the Society with following changes:-
- (a) Wherever a Branch Executive Committee has ceased to function and to conduct fresh elections becomes difficult, the Council may appoint an ad-hoc Branch Executive Committee to revive the activities of the Branch and to conduct fresh elections. The life of the ad-hoc Branch Executive Committee so appointed shall be for a maximum period of one year or till fresh elections are held, whichever is earlier.
 - (b) The quorum at any General Meeting of the Branch shall be ten Members personally present and entitled to be present and vote there at.

105. Bye-Laws for Branches:

- a) All branches shall operate within the overall framework of the Rules of the Society.

- b) The geographical area of each Branch shall be defined by the Council from time to time. The Branch shall normally confine its activities within the geographical limits, except when the activity is jointly conducted or with the prior approval of the Council.
- c) All immovable property acquired shall be in the name of the Aeronautical Society of India and legal documents for registration shall be so signed on behalf of the Society by the Branch Chairman/Honorary Secretary.
- d) In the event of any Branch being wound up, all records, deeds & assets of the said Branch, shall be transferred to another Branch or disposed off as decided by the Council.
- e) Any resources to be raised by way of loans/mortgage shall be done with the prior approval of the Council.
- f) The executive Committee of the Branch may accept or acquire for its own use, movable property, goods, bequests or money from sources other than its own members, provided these sources are satisfactory, except that if the value of the contribution exceeds Rs. 1,00,000/- the Council shall be informed.
- g) The Branch Executive Committee shall plan its programme, technical & other activities at the beginning of the calendar year and submit the same for the concurrence of the Council.
- h) The Executive Committee shall intimate to the Council the grant required for the ensuing year giving details of the activities proposed to be conducted and expenditure likely to be incurred thereon. The Council shall allocate appropriate funds and sanction the same well in advance for each year.
- i) The accounts shall be audited by a C.A when the total annual transactions exceed Rs.50,000/- and in other cases by one of the Executive Committee member nominated by it, other than the President, Honorary Secretary & Honorary Treasurer.
- j) A list of movable/immovable property of the Branch shall be furnished to the Council every year alongwith the annual report which inter-alia shall include the audited balance sheet, within 4 months of the closing of the financial year.
- k) Financial year of the Branch shall be the same as that for the Society i.e., 1st April to 31st March of the following year.
- l) Any long term leasing/renting of immovable property of HQ/Branch shall

be with the prior approval of the Council.

- m) All immovable and movable properties of the society including moneys, securities, bank accounts and credits shall vest in the Council, which shall have the power to sell, transfer or otherwise deal with, dispose off and use the same in such manner as it considers conducive to the best interests of the Society. Immovable property acquired by the branch can be disposed off by the Branch, only with the prior concurrence of the Council and the Council can take such action, only if the branch ceases to exist.
- n) The Council may at their discretion contribute towards the formation and yearly maintenance of a Branch from the general funds of the Society. The Branch shall present its accounts annually to the Council in such a manner, as the Council may desire.
- o) The respective branches shall retain the fund generated by the branches through their activities in toto. However the membership subscription if collected by the branches shall be transferred to the head office at Delhi in totality and this amount shall not be shared by the branches
- p) All annual subscription shall be due on the first day of April in each year for financial year then commencing namely, 1st April to 31st March of the following year. Subscription and any dues shall be paid to the Head Office of the Society.

106. Branch Executive Committee

- i) The affairs of the Branch shall be conducted by a duly elected or nominated Executive Committee consisting of the Chairman, Honorary Secretary, Honorary Treasurer, Immediate past Chairman and Executive members.
- ii) Branch Executive Committee may co-opt additional members as and when considered necessary. The co-opted members shall not have any voting rights.
- iii) The quorum at any meeting of the Branch Executive Committee shall be 4 or 1/3rd of the strength of the Executive Committee whichever is less.
- iv) Elections to the Branch Executive Committee shall be completed 4 months before the AGM is held. All records and audited accounts shall be handed over to the new Branch Executive Committee.
- v) Rules of the Society, to the extent applicable shall also apply to the Branches.

SECTION-A

-Academic Qualifications (use separate sheet, if required)

Degree	University	Year of Passing	Specialization	Signature of proposer/ seconder

Professional Experience (Latest first) (use separate sheet, if required)

From	To	Organization	Designation	Nature of Work

(Please fill up the above columns or attach a Bio-Data)

SECTION-B***-Declaration***

1. I, the undersigned, do hereby declare that the statements made in this Application Form for the Membership of the Society are correct. In the event of my selection, I will be governed by the Rules of the Society as they are now framed or as they may be altered hereafter amended or enlarged under the powers of the said Rules.
2. I will observe strict professional integrity in all dealings. I will practice my profession with conscience and dignity. I will maintain by all means in my power, the honour and traditions of my profession. I will deal fairly with all in my professional capacity and will not permit consideration of religion, nationality, race, party, politics or social standing to influence my dealings. I will extend help/assistance to all professionals in the field of aeronautics to the extent feasible. I will not accept any unauthorised commission, discount, allowance or profit direct/indirect to myself in connection with any work under my charge or for any professional business entrusted to me. I will respect the

secrets which are confided to me in connection with the professional work.

3. I am interested/not interested in having hard copy of the AeSI Journal.

Signature

Name in Block Letters

Date:

Having Known the Applicant personally for ----- Years, I propose his/her name for the grade of ----- of the Society and recommend him/her as a fit and proper person to belong to the Society.

Signature

Name of the Proposer with Membership No.

Signature

Name of the Seconder with Membership No.

FOR OFFICE USE ONLY

The Council, having considered the application and approved/deferred consideration/ not approved the application.

Reference : Minutes of the _____ Council meeting held on _____

He/She will be affiliated to _____ Branch.

Secretary (Adm.)

Date :

NOTES FOR GUIDANCE BEFORE COMPLETING THIS FORM

1. This form must be completed in all respect and duly signed by applicant/ proposer/seconder.
2. Passport size photograph must be pasted on the application.

3. Every applicant shall be proposed and seconded by two current members of appropriate grade given below or higher grade: The Payable Fee is also indicated against each and should be paid alongwith the application by a Bank DD drawn in f/o “The Aeronautical Society of India”, payable at New Delhi.

Grade of Member	Proposer	Secunder	Applicable Fee	
			Life Membership Fee	Annual F.
Fellow	F	F	Rs. 5000/-(\$300/-)	N/A
Member	M	M	Rs. 5000/-(\$300/-)	N/A
Companion	M	M	Rs. 5000/-(\$300/-)	N/A
Associate Member	M or AM	M or AM	Rs. 3000/-(\$250/-)	N/A
Graduate	M or AM	M or AM	Rs. 1500/-(\$50/-)	Rs.300/-(\$10/-)
Associate	AM or G	AM or G	Rs. 1500/-(\$50/-)or A	Rs.100/- (\$10/-)
Student Member	Head of the Deptt	Not Applicable	N/A	Rs.300/- (\$10/-)

4. Transfer Fee. An Associate Member on transfer to a higher grade will pay Rs.2000/- i.e. difference between the two grades. Similarly, Graduate/ Associate life member on transfer to higher grade shall pay the difference.
5. To identify engineering excellence the applicant’s personal achievements in design, research, projects, consultancy, application to technology development, operations, maintenance, management, flying or any other discipline related to aviation/aerospace should stand in the detailed bio-data.
6. Please summarize record of contributions with regards to publication, monographs, books authored, projects and patents, flying hours, maintenance and other related aviation and aerospace activities.
7. The process of election requires scrutiny and recommendation of the Grading Committee and approval by the Governing Council. Generally, the applications will be received twice in a year in June and December.
8. The application complete in all respects to be sent by registered post to the Honorary Secretary General, The Aeronautical Society of India,13-B, Indraprastha Estate, New Delhi-110002 or any of its Branch Offices.



THE AERONAUTICAL SOCIETY OF INDIA

13 – B, Indraprastha Estate, New Delhi - 110002

Telephone : 23370516, 23370058 Fax : 23370768

Web: www.aerosocietyindia.in

E-mail : aerosoc@bol.net.in

SCHEDULE-II

FORM-B

(Rule-17)

NOMINATION FOR ELECTION AS FELLOWS

(Rule-17)

We propose the name of

(in block letters as used in the Correspondence)

for election as **FELLOW** of the Aeronautical Society of India.

Please indicate whether your judgment is based on :

a) Personal knowledge of nominee

b) Current knowledge of nominee's recent work

c) Recollection of the nominee's work (over last 10 years)

Name of the

Fellowship

Proposer

Number

Date :

Signature

Name of the

Fellowship

Secunder

Number

Date :

Signature

(to be filled by the Office)

Registration Number

Date

Date of Receipt

Elected

Rejected

Secretary(Adm.)

PARTICULARS OF THE NOMINEE

Name

Passport size
photo graph

Date of Birth

Date

Month

Year

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------

Nationality

Professional Designation

Address (Official)

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

(Residential/Correspondence)

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

Telephone(O)

Telephone(R)

Fax

e-mail

Qualifications (Latest first) (use separate sheet, if required)

(a) Academic

Degree	University	Year of Passing	Specialization	Signature of proposer/ seconder

(b) Professional (use separate sheet, if required)

Honours, Awards, Prizes including honorary degrees (use separate sheet, if required)

Membership of National/International Professional Bodies with designated titles (use separate sheet, if required)

Specific outstanding Technical and Professional Accomplishments meriting election to fellow (use separate sheet, if required)

Proposed CITATION

Name :

Qualifications & Abbreviated Membership of Professional Bodies

Designation & Address:

CITATION (not exceeding 200 words that reflect excellence)

Signature of the Proposer

Signature of the Seconder



THE AERONAUTICAL SOCIETY OF INDIA

13 – B, Indraprastha Estate, New Delhi - 110002

Telephone : 23370516, 23370058 Fax : 23370768

Web: www.aerosocietyindia.in

E-mail : aerosoc@bol.net.in

NOMINEE'S APPLICATION FOR ELECTION AS FELLOW

To

The Council

The Aeronautical Society of India

I enclose my **BIO-DATA** in support of my nomination for the Fellowship of the Aeronautical Society of India. In the event of my election, I will be governed by the Rules of the Society as they are now framed or as they may be altered hereafter amended or enlarged under the powers of the said Rules, and that whilst a member of the Society, I will advance the objectives of the Society as far as shall be in my power.

Signature of the nominee

Date :

Place :

CHECKLIST AND GUIDELINES FOR FELLOWSHIP APPLICATION

CHECKLIST

1. This form must be completed in all respect and duly signed by nominee/proposer/seconded.
2. Nomination form properly supported by two Fellows as required
3. Two copies of chronological career details (Bio-Data)
4. Citation in support of nomination.
5. Preference of affiliated Branch.
6. The application complete in all respects to be sent by proposer/seconded to the Honorary Secretary General, The Aeronautical Society of India, 13-B, Indraprastha Estate, New Delhi – 110 002

GUIDELINES

1. Passport size photograph must be pasted on the application.
2. To identify engineering excellence the applicant's personal achievements in design, research, projects, consultancy, application to technology development, operations, maintenance, management, flying or any other discipline related to aviation/aerospace should be stated in the detailed bio-data.
3. Please summarize Record of contributions with regards to publications, monographs, books authored, projects and patents, flying hours, maintenance and other related aviation and aerospace activities.
4. The process of election requires scrutiny and recommendation of the Grading Committee and approval by the Governing Council. Generally, the applications will be reviewed twice in a year in June and December.

SCHEDULE - III
Rule - 23 (iii)
LETTER OF ACCEPTANCE
(Form “G”)

I the undersigned having been duly elected a _____ of the Aeronautical Society of India, do hereby promise that I will be governed by the Rules of the Society as they are now framed or as they may be altered, amended or enlarged hereafter under the powers of the said Rules. I promise to promote the objects of the said Aeronautical Society of India as far as shall be in my power and to take part in the meetings thereof as often as I can. Provided that, whenever I shall give notice of withdrawal from the Society in writing to the Society(after the payment of any arrears which may be due by me at that time) I shall be free from this obligation.

A copy of the Code of Ethics duly signed is enclosed.

Signature & Name

Date_____

SCHEDULE - IV
Rule - 23(iii)
CODE OF PROFESSIONAL ETHICS
(Form “L”)

1. I will observe strict professional integrity in all dealings.
2. I will practice my profession with conscience and dignity.
3. I will uphold the honour and traditions of my profession, by all means in my power.
4. I will deal fairly with all in my professional capacity and will not permit considerations of religion, nationality, race, party politics or social standing to influence my dealings.
5. I will extend help/assistance to all professionals in the field of aeronautics, to the extent feasible.
6. I will not accept any unauthorised commission, discount allowance or profit direct or indirect to myself in connection with any work under my charge or for any professional business entrusted to me.
7. I will respect the secrets which are confided in me in connection with the professional work.

Signature: _____

Name :

(In Capital)

Date _____

SCHEDULE - V
(Rule - 35)
NON-PAYMENT OF SUBSCRIPTION
(Form “H”)

Dear Sir,

I draw your kind attention to Rule-35 of the Society and to remind you that a sum of Rs _____ being your annual subscription for the years _____ remains unpaid. You are requested to pay the same without further delay. In case dues are not received within 3 months of the issue of this notice, the Council under the provisions of Rule 37 shall consider to delete your name from the membership list.

Yours faithfully

for Honorary Secretary

SCHEDULE - VI
(Rule- 35)
NON-PAYMENT OF SUBSCRIPTION
(Form “I”)

Dear Sir,

I am directed by the Council of the Aeronautical Society of India to inform you that in consequence of the non-payment of your arrears of subscription, and in pursuance of Rule 37 of the Society, the Council has decided that your name be deleted from the membership list. Under the Rules of the Society you can rejoin by paying either :

- i. Re-admission fee & current dues
- ii. Re-admission fee & Life Membership Dues

On re-admission privileges shall be restored from the date dues are received and a new membership card shall be issued to you.

Yours faithfully

for Honorary Secretary

SCHEDULE - VII
(Rule - 81)
BALLOT PAPER
(Form "J")

Election to the Council for the year April 20--- to March 20---

INSTRUCTIONS:-

(The instructions should be strictly followed, otherwise the paper will be invalidated)

1. Cross out the names of the members for whom you do not wish to vote.
2. Your signature should not appear anywhere on the paper.
3. There are _____ vacancies. You may vote for any number upto _____ but not exceeding _____
4. After completion the paper must be returned to the Honorary Secretary General in the provided envelop.
5. Attention is invited to the extract of Rules printed overleaf.

Name	Proposed By	Seconded By

Issued by the order of the Council

Honorary Secretary General