



CONSTITUTION
of
THE BANGLADESH BRANCH
of
THE ROYAL INSTITUTION OF NAVAL ARCHITECTS

INTRODUCTION

By Law 62 states that “ *The Council may form Divisions or Branches of the Institution in areas where, in the opinion of the Council, local activities may be carried on satisfactorily. The Council shall draw up or approve rules for each Division or Branch and have the power to dissolve it at any time*”

Being of the opinion that such was the case, on 1 Aug 2010, the Council approved the formation of the Bangladesh Branch, to be governed in accordance with the following Rules.

NAME

The name of the Branch shall be “The Bangladesh Branch of The Royal Institution of Naval Architects”.

MEMBERSHIP

All members of the Institution resident in Bangladesh shall be automatically members of the Branch until such other branches may be formed, and be entitled to receive notice of all meetings.

OBJECTS

The Objects of the Branch shall be the furtherance of the Objects of the Institution and the promotion of its learned society activities through the holding of technical meetings for the presentation of papers and/or lectures, and other such activities.

BRANCH COMMITTEE

The business of the Branch shall be managed by a Committee which shall comprise not less than four and not more than eight (the number to be decided by the Committee) members, together with an Honorary Secretary. The Branch Committee shall meet with sufficient frequency to conduct its business.

Chairman and Vice-Chairman

The Committee shall appoint its own Chairman and Vice-Chairman, who shall be members of the Branch, unless approved otherwise by the Council. They shall serve for three years from the date of the first meeting of the Branch Committee following its Annual General Meeting, but shall be eligible for immediate re-appointment. No Chairman or Vice-Chairman shall serve for more than two consecutive terms.

Honorary Secretary

The Honorary Secretary shall be nominated by the Branch Committee and elected by the Branch members at the Annual General Meeting. They shall serve for one year from the date of the Annual General Meeting and shall be eligible for immediate re-election upon completion of their terms of office. Unless approved by the Council, the Honorary Secretary shall be a member of the Branch.

Committee members

Any member of the Branch may nominate, with his or her consent, any other member of the Branch for election as a member of the Branch Committee, provided that the nomination is seconded by another member of the Branch. All such nominations must be made in writing, by letter or email, and be received by the Honorary Secretary not less than twenty-one days before the date of the Annual General Meeting. Members of the Branch Committee shall be elected by ballot of all Branch members. They shall serve for three years from the date of the Annual General Meeting.

Election of Committee members

Election of the Branch Committee members shall be by ballot. Two scrutineers shall be nominated by the Branch Committee to count the votes recorded in the election of the Branch Committee members. The result of the ballot shall be announced at the Annual General Meeting. In the case of an uncontested vacancy, the candidate shall be deemed to have been elected unopposed.

No member of the Branch Committee, other than the Honorary Secretary, shall serve for more than six consecutive years, following which an interval of one year must elapse before being eligible for re-election.

The Branch Committee may fill any casual vacancy which may exist between one Annual General Meeting and the next. Those so appointed shall retire at the next Annual General Meeting, but will be eligible for immediate election.

If any member of the Branch Committee shall, without leave of the Committee, absent himself or herself from half the Branch Committee meetings held in any period of twelve months, the Committee may resolve that his or her office be vacated.

Quorum

Four members of the Branch Committee shall form a quorum. In the event of any vote being tied, the Chair will have a casting vote.

Appointment of Branch Committee members and Officials

The Chairman, Vice-Chairman, Honorary Secretary and Committee members shall be appointed by the Council following formation of the Branch. All shall serve until the first Annual General Meeting. Thereafter, they will be subject to re-election in accordance with the Constitution.

MEETINGS

An Annual General Meeting shall be held within three years of the formation of the Branch, for the purpose of electing the Honorary Secretary and Treasurer, announcing the results of the election of Branch Committee members, presenting the Annual Report and Accounts, and transacting any other business of the Branch.

A Special General Meeting may be convened at any time by the Branch Committee or if required by not less than twelve members of the Branch. The reasons for the meeting must be given in writing, by letter or email, signed by the said members and delivered to the Honorary Secretary.

Six members of the Branch shall form a quorum for the purpose of any General Meeting, and the number shall be recorded. Twenty-one days notice shall be given of every General Meeting, specifying the business to be conducted at the meeting. All members of the Branch shall be entitled to vote at the meeting.

Technical meetings for the delivery of papers and lectures shall be held at least four times during the year.

The Branch programme shall be organised by the Branch Committee and forwarded to each member of the Branch. Further notices shall be issued by the Honorary Secretary, as required by the Branch Committee.

PAPERS

The Branch shall not publish its own papers, except that when available, copies of papers and lectures given at technical meetings may be posted on the Institution Website.

RULES

No amendment to these Rules may be made except at a General Meeting of the Branch, and such amendments, if resolved by the Branch members, shall require the approval of the Council before adoption.