

**Adopted in the General Body Meeting
12th March 2015 at Andhra University during MPT 2015**

BYE-LAWS

1. Definitions

(i) These by-laws have been framed for the Indian Institute of Mineral Engineers, here in after referred to as the institute and abbreviated as IIME, to carry out its activities according to the objects stated in the memorandum of association.

(ii) Year means the official year of the institute from 1st of April to 31st March. All accounts, membership fees etc. shall be for the official year.

(iii) General body means all members, life members, life fellows, honorary fellows and nominees of the corporate members.

(iv) Chapter means the group of members, life members, life fellows and honorary fellows residing in a geographic area designated by the executive committee as the area of the chapter

(v) Students' Chapter means the group of student members residing in a geographic area designated by the executive committee as the area of the students' chapter.

2. Membership

There shall be the following classes of members, who may use the respective abbreviations after their names to indicate their relationship to the institute.

(a)	Members	-	M.I.I.M.E.
(b)	Life members	-	M.I.I.M.E.
(c)	Life fellows	-	F.I.I.M.E.
(d)	Honorary fellows	-	F.I.I.M.E.
(e)	Student members	-	Student I.I.M.E.
(f)	Corporate members-		Corp.I.I.M.E.

Enrolment of the members shall be by a membership subcommittee appointed according to rule 9.

(a) Member

A person not below 25 years of age having a recognized degree in science, engineering or technology may be enrolled as a member, on payment of such admission fee and annual fee as prescribed by the executive committee from time to time. A person not having degree in science or engineering may be enrolled as a member if the membership subcommittee is of the opinion that he has adequate relevant experience in the field of mineral processing.

(b) Life member

A member, at the time of enrollment or at any time during his membership, shall be a life member on payment of the life membership fee as prescribed by the executive committee from time to time.

(c) Life fellow

A person not less than thirty five (35) years of age who has been a member or life member for not less than ten (10) years shall be enrolled as a life fellow on payment of such fees as prescribed by the executive committee from time to time.

A person not less than thirty five (35) years of age, who is not a member of the institute may be enrolled as a life fellow if the membership subcommittee is of the opinion that he has adequate experience in the field of mineral processing.

(d) Honorary fellow

Any person who is not below 45 years of age and has made significant contribution to mineral engineering may be invited by the executive committee to be an honorary fellow. No admission fee or other membership fee is payable by an honorary fellow.

(e) Student member

Any bonafide student of science or engineering who is not below eighteen (18) years of age, on payment of the prescribed admission fee and annual fee may be enrolled as a student member.

(f) Corporate member

Any organization registered under Companies Act or Societies Act on payment of the prescribed annual fee may be enrolled as a corporate member. A corporate member may nominate any one person to represent them and such person shall have the same rights and privileges as a member until and unless the nomination is revoked or the corporate membership ceases.

3. Finances

The financial requirements of the institute shall be met from the following sources of income.

(a) Admission fees, annual fees and life compounding fees of the different categories of members.

(b) Grants, donations and gifts approved by the executive committee.

(c) Funds accruing from publications, seminars, meetings and other activities.

(d) Interests from the bank deposits and earnings from the other investments.

(e) Income from sale or other disposal of movable and immovable property

For the management of the finance the executive committee may authorize the opening and operation of such bank accounts by such signatories as it may deem fit from time to time.

4. Administration

The administration of the institute shall be carried out by the executive committee consisting of the following.

(a) President, Secretary and Treasurer elected by the general body, provided that only life fellows and honorary fellows will be eligible for election as President of the institute. These three elected members of the executive committee shall nominate the members listed in item (c)

(b) The Presidents of all chapters of the institute provided that the president of a chapter may nominate any other member of the chapter to represent him as the member of the executive committee.

(c) Not less than ten (10) and not more than sixteen (16) other members including the Vice Presidents, Joint Secretaries and Assistant Treasurers, provided that only life fellows and honorary fellows may be nominated as Vice Presidents.

(d) All past presidents of the institute shall be the co-opted members of the executive committee as patrons

(e) The executive committee may co-opt other members such as advisors and special invitees.

The term of the executive committee shall be two (2) official years.

4.1 A meeting of the executive committee may be called by the President or Secretary of the institute by giving at least one month notice to each member of the executive committee, provided that at least three meetings of the executive committee shall be held every year. In addition to the President, or a member specially nominated by the President, six (6) members shall constitute the quorum for the meeting of the executive committee.

4.2 In case of any difference of opinion all decisions will be taken by the majority of the members present and voting. In case of a tie the president shall have an additional casting vote.

4.3 The secretary shall prepare and circulate the minutes of each meeting of the executive committee within one week of the completion of the meeting. In case for any reason the minutes are not circulated within one week, the president may nominate any other member of the executive committee to prepare and circulate the minutes.

5. General Body Meetings

5.1 There shall be at least one meeting of the general body during every year

(a) To examine and, if deemed fit, to adopt the reports of the executive committee.

(b) To elect the President, Secretary and Treasurer.

(c) To appoint the external auditor.

(d) To consider and decide any other matter included in the agenda given in the notice.

(e) Any other matter with the permission of the chair.

5.2 At least one month's notice shall be given by the Secretary or any other member nominated by the president, to call the meeting of the general body.

5.3 Twenty five (25) members shall constitute the quorum for a meeting of the general body.

5.4 In case of difference of opinion all decisions of the general body shall be taken by majority of the members present and voting. In case of a tie the president shall have an additional casting vote.

5.5 The secretary shall prepare and circulate the minutes of each meeting within one week of the completion of the meeting. In case for any reason the minutes are not circulated within one week, the president may nominate any other member to prepare and circulate the minutes.

6. Accounts

6.1 The treasurer shall be responsible to maintain all the books of accounts of the institute. In case of the non submission of accounts by any chapter or any other member the treasurer shall forth with bring it to the notice of the president.

6.2 The accounts of a year shall be audited by a chartered accountant within the month of April of the following year and the audited accounts shall be circulated to all the members of the general body in the month of May.

6.3 In case for any reason the accounts are not audited in April of the following year the president may nominate any member of the executive committee to prepare the accounts for the audit and to get them audited.

7. Chapters

7.1 The executive committee shall from time to time, define geographic areas for the functioning of the chapters. All fellows and members residing within the geographic area shall constitute the chapter body.

7.2 The members of the chapter body shall elect the president, secretary and such other members as they deem fit to constitute the chapter committee. One month's notice must be given to every chapter member for the election of the chapter. The tenure of the chapter committee shall be one calendar year from 1st January to 31st December.

- 7.3 In January of the following year the immediate past chapter committee shall submit the accounts and reports of activities to the secretary of the institute for incorporation in the accounts and reports of the institute.
- 7.4 From the fees collected by the chapter from members, life members and life fellows, the chapter committee shall retain 50% for the expenses of the chapter and remit the other 50% to the treasurer of the institute.
- 7.5 Every chapter must have at least three meetings of the chapter body, including any conference, seminar etc. to which all the members of the chapter are invited.
- 7.6 The President of the chapter shall issue the certificate of membership to every member, life member and fellow enrolled in his chapter during his tenure.

8. Students' chapters

- 8.1 The executive committee shall from time to time, define geographic areas for the functioning of the students' chapters. All student members residing within the geographic area shall constitute the student chapter body.
- 8.2 The executive committee of the institute shall nominate two or more life members or fellows to be the President and Vice President(s) of the students' chapter and to operate the bank account of the students' chapter. The student chapter shall have a Secretary and such other executives as the students' chapter body decides. One months notice must be given to every student member of the chapter for the election. The tenure of the student chapter committee shall be one academic year.

- 8.3 On completion of the academic year the immediate past students' chapter committee shall submit the accounts and reports of activities to the secretary of the institute for incorporation in the accounts and reports of the institute.
- 8.4 The students' chapter committee shall retain the fees from the student members, and submit the accounts of income and expense to the treasurer of the institute
- 8.5 Every students' chapter must have at least three meetings of the chapter body, including any conference, seminar etc. to which all the student members of the chapter are invited.
- 8.6 The President of the students' chapter shall issue the certificate of student membership to every student member enrolled in his chapter during his tenure.

9. Subcommittees

The executive committee shall from time to time constitute different subcommittees for certain specific purposes such as

- (a) Membership subcommittee to examine the fitness of the applicants for enrolment in different categories of members.
- (b) Awards subcommittee to select suitable persons for the different awards of the institute.
- (c) Journal subcommittee to arrange and co-ordinate publications by the institute and its chapters.

The executive committee of the institute may at any time reconstitute or dissolve any of the subcommittees and may reallocate the duties among the subcommittee.

10. Amendments

Amendments to these bye-laws, memorandum of association and any other rules or regulations including the dissolution of the institute may be proposed by the executive committee for the consideration of the general body in its meeting for which at least one month notice has been given.

The proposed amendment shall come into force if it is approved by not less than two thirds of the members present and voting at the general body meeting.

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