

# **MEMORANDUM AND ARTICLES OF ASSOCIATION**



## **THE MINING, GEOLOGICAL AND METALLURGICAL INSTITUTE OF INDIA**

**(Inaugurated 1906, Incorporated 1909)**



**TITLE CHANGED FROM MINING & GEOLOGICAL INSTITUTE OF INDIA IN 1937.**

Association limited by guarantee and not having a Capital divided into shares.

Registered with limited liability without the addition of the word "limited" to its name, pursuant to a license of the Local Government issued under Section 26 of the Indian Companies Act. 1882.

Revised version of the Articles of Association. Decision taken in the 854th meeting of the Council held on 13th October 2012 and a committee was formed which finalized the revision and revision approved by members during Extra Ordinary General Meeting held on 14.03.2015. Clause No. 38 (d) has been revised at the 112th Annual General Meeting on 29th September 2018.

## **Memorandum of Association**

1. The name of the Association is “The Mining, Geological and Metallurgical\*\* Institute of India.”
2. The registered office of the Association shall be situated in Kolkata at GN-38/4, Sector-V Salt Lake, Kolkata 700091. West Bengal, India.
3. The objects for which the Association established are :-
  - (a) To advance and protect the interests of the mineral and metal industries and the welfare of those engaged therein and to assist in maintaining just and honourable practice in the profession of mining, geology and metallurgical engineering.
  - (b) To promote the study of all branches of mining, geology metallurgy and engineering in India with a view to disseminate the information obtained for facilitating the scientific and economic development of the mineral industries of India.
  - (c) To encourage, assist and extend knowledge and information, connected with mining, geology, metallurgy and engineering, whether by establishment and promotion of lectures, discussions or correspondence, by the holding of conferences, by the formation of libraries, by the publication of newspapers, periodicals or journals, books and maps, or by the foundation and endowment of professorships, studentships, or scholarships, or by encouraging research work or howsoever otherwise.
  - (d) To accept any bequest, gift, donation or subscription towards, or to accumulate and provide a fund or an endowment, and to invest the same and apply the income arising there from or to resort to the capital thereof for any of the objects of the Association.
  - (e) To purchase, hire, take on lease, exchange, borrow, accept any gift or donation of, or otherwise acquire and hold, temporarily or permanently for the purposes or advantages of the Association (so far as the Law shall allow) any real or immovable or personal or movable property, and in particular any lands, buildings, rooms, furniture, fittings, apparatus, appliances, conveniences and accommodation, and so sell, demise, left, mortgage or otherwise dispose of the same.
  - (f) To permit any of the buildings belongings to or held by the Association for the time being to be used either gratuitously or on such terms and conditions as the Association may think fit, for public and other meetings, lectures and discussion, or for any other purpose that the Association may think expedient.

- (g) To borrow or raise money and to secure the repayment of any money borrowed or owing by mortgage charge or lien, or by the issue of debentures or debenture stock, or promissory notes, or other obligations of securities of Association.
  - (h) To invest the money and other property of the Association not immediately required for the purposes of its business upon such securities or in such manner as may from time to time be determined by the Council.
  - (i) To aid or receive aid from any other Society, Association, Company, Corporation, Firm, Partnership or person promoting or formed or intended to promote any of the objects of the Association; and to subscribe to or aid any such Society, Association, Company, Corporation, Firm, Partnership or person with a view to obtain any advantage or benefit for the purposes of the Association and to subscribe to any Fund or Society that the Council may from time to time consider deserving.
  - (j) To arrange for the promotion, management and conduct of the business and objects of the Association, and for that purpose to appoint President, Vice-Presidents, Treasurers, Secretaries, Counsels, Auditors, Officers, and Staff, and to fix and pay their respective fees, salaries, remuneration and emoluments.
  - (k) To make, accept, endorse, execute issue and negotiate promissory notes, bills of exchange, debentures and other negotiable instruments.
  - (l) To raise money by subscriptions or otherwise, and to grant any rights and privileges to members or subscribers.
  - (m) To pay out of the funds and assets of the Association of all costs, charges and expenses incidental to the formation and incorporation of the Association and to the promotion, management and conduct of the business and objects of the Association.
  - (n) To do all such other acts and things as are incidental or conducive to the attainment of the above objects or any of them.
4. The income and property of the Association, whensoever derived, shall be applied solely towards the promotion of the business and objects of the Association as set forth in this Memorandum of Association; and no portion thereof shall be paid or transferred or distributed directly or by way of dividend, bonus or interest or otherwise however by way of profit to the members of the Association, PROVIDED HOWEVER that nothing herein contained shall prevent (1) the payment in good faith of remuneration or fees of Secretaries, Treasurers, Council members, Officers, Auditors, staff of the Association or to any member thereof or other persons in return for services actually rendered or agreed to be rendered to the Association; (2) the payment of interest on money borrowed from any member of the Association alone or jointly



with another or others, (3) any payment, allowances or concession to members by way of rebate or return of subscriptions in accordance with the regulations for the time being of the Association, (4) the gratuitous distribution among, or sale at a discount to members of the Association, of any books or publications or other assets of the Association not required for the furtherance of any of its objects.

5. The fourth paragraph of this Memorandum is a condition on which a license is granted by the Local Government of the Association in pursuance of Section 26 of the Indian Companies Act, 1882.
6. If any member of the Association willfully pays or receives any dividend, bonus or other profit in contravention of the fourth paragraph of this Memorandum, his or her liability shall be unlimited.
7. If upon the winding up or dissolution of the Association there remains after the satisfaction of all debts and liabilities any property or assets whatsoever; the same shall not be paid to or distributed among the members of the Association but shall be given or transferred to some other Institution or Institutions having objects altogether or in part similar to the objects of this Association as may be determined by the members of the Association at or before the time of dissolution, and in default thereof by such Judge or Court of Justice as may have or acquire jurisdiction in the matter.
8. The accounts shall be kept of the sums of money received and expended by the Association, and the manner in respect of which such receipt and expenditure take place, and of the property, credits and liabilities of the Association, and subject to any reasonable restrictions as to the time and manner of inspecting the same that may be imposed in accordance with the regulations of the Association for the time being, such accounts shall be opened to the inspection of the members. Once at least in every year the accounts of the Association shall be examined and the correctness of the balance sheet ascertained by one or more properly qualified auditor or auditors.
9. Every member of the Association undertakes to contribute to the assets of the Association in the event of the same being wound up during the time that he is a member or within one year afterwards, for payments of its debts and liabilities contracted before the time at which he ceased to be a member, and the costs, charges and expenses of winding up the same and for the adjustment of the rights of the contributories amongst themselves, such amount not exceeding Rs.5 such contributions to be in addition to all subscriptions and other moneys that may have been paid or payable by him or her.

We, the several persons whose names and addresses are Subscribed below, are desirous of being formed into an Association in pursuance of this Memorandum of Association.

Names, address and descriptions of Subscribers	Witness
<p>H.G. GRAVES, <i>President</i>, Patents Secretary Government of India, Calcutta</p> <p>J. R. R. WILSON, Chief Inspector of Mines in India, Dhanbad, Manbhum.</p> <p>J. J. TURNBULL, General Manager; East India Coal Co., Jharia</p> <p>G.C. LATHBURY, Manager; East Indian Railway Collieries, Giridih.</p> <p>FC. HUGHES, Major, I.A. Assay Dept. Indian Mints, Calcutta.</p> <p>G.F ADAMS, Inspector of Mines, Dhanbad.</p> <p>TH.D. LA TOUCHE, Hon. Tresurer; Superintendent, Geological Survey of India, Calcutta.</p>	<p>H. H. HAYDEN. <i>Hon. Secretary</i> Superintendent. Geological Survey of India, Calcutta.</p>

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\*\* The Institute was incorporated under the Indian Companies Act, 1882, on the 16th September 1909. By a special resolution in an extraordinary General meeting of the members of the Institute held on 22nd October, 1937, the word "Metallurgical" was added in the Institute's name and thus the Institute was renamed as "The Mining, Geological and Metallurgical Institute of India (MGMI)".

## **Articles of Association**

1. In these Articles unless there be something repugnant to or inconsistent with the subject or context.
  - (a) “The Association” means “The Mining, Geological and Metallurgical Institute of India” incorporated under Section 26 of the Indian Companies Act, 1882.
  - (b) “Member” means a member of the Association whether full Member, Patron Member, Donor Member, Corporate Member or Honorary Member, but does not include Associate, Student Associate and Subscriber.
  - (c) “The President” means the President of the Association.
  - (d) “Vice President” means the Vice-President of the Association.
  - (e) “The Treasurer” means the Treasurer of the Association.
  - (f) “The Secretary” means the Honorary Secretary of the Association.
  - (g) “The Council” means the Council of the Association elected under these Articles.
  - (h) “Ordinary Meeting” shall mean a Meeting of the Association convened and held under these Articles.
  - (i) “Annual Meeting” shall mean an Annual General Meeting of the Association convened and held under these Articles.
  - (j) “Extraordinary Meeting” shall mean an Extraordinary Meeting convened and held under these Articles.
  - (k) “Office” means the registered office at GN-38/4, Salt Lake City, Sector-V Kolkata-700 091.
  - (l) “Month” means a calendar month according to the English style.
  - (m) “In writing” means written or printed or partly written and partly printed.
  - (n) Words importing the singular number only include the plural number and vice versa.
  - (o) Words importing persons include Corporations.
  - (p) Words importing the masculine gender shall include the feminine gender and vice versa.
2. For the purposes of registration of the Associations declared to consist of one thousand members.
3. The Association may whenever the business of the Association requires it, register an increase of members.

4. Chapter may be formed if there is at least **50 (fifty)** numbers of full members from the proposed chapter. While approving the Chapter the Council will decide the jurisdiction.

## MEMBERSHIP

5. There shall be the following classes of members:-
  - (a) Members.
  - (b) Honorary Members.
  - (c) Patron Members.
  - (d) Donor Members.
  - (e) Corporate Members.
5. (a) Apart from Members there would be following classes of associates.
  - (a) Associates.
  - (b) Student Associates.
  - (c) Subscribers.
6. Every individual, firm, joint stock company or other corporation respectively, who or which immediately before the Registration of the Association was a member of the Mining and Geological Institute of India as it existed unincorporated, or was a member prior to November, 1937, shall ipso facto and without election be and become, without payment of any further entrance fee where otherwise payable, a Member in place of Ordinary Member, Associate in place of Associate Member, Subscriber in place of Associate, and Honorary Member or Subscriber as the case may be.

## POWERS AND PRIVILEGES OF MEMBERS.

7. Members shall enjoy the full privileges and rights of the Institute, and shall be Allowed to use the abbreviations (M.M.G.I) to indicate their full membership of the Institute.
8. Associates shall enjoy all the privileges and rights of membership and shall be allowed to use the abbreviations (A.M.G.I.) to indicate their associateship of the Institute, but shall not be eligible for election as members of Council of the Institute, and they shall not have any right of voting.
9. Student Associates, Subscribers shall enjoy all the privileges and rights of membership, but shall not be eligible for election as Council members of the Institute and shall not have any right of voting.
10. Subject to the restrictions contained in Article 9, the rights and privileges of Corporate Members, Patron Members, Donor Members and Subscribers may be exercised in the case of a firm by a member of the firm or by any person holding a power of attorney

from and authorized to sign the name of the firm per procuracy; and in the case of a Joint Stock Company or other Corporations, by any responsible officer of a company or Corporations.

## QUALIFICATION OF MEMBERS

11. **Members :** Any person shall be eligible for election as a member (M.M.G.I) provided that he/she is at least 26 years of age and possesses one or more of the following qualifications :-

- (i) A degree or diploma in Geology, Geophysics, Mining Engineering, Petroleum Engineering, Mineral Engineering, Metallurgy or their associated subjects or other Engineering associated with Mineral Exploration from a recognized University or a First Class Certificate of Competency as a Manager of a mine under the Mines Act or having passed Sections A & B of the Institution of Engineers (India).
- (ii) (a) In case of holders of degrees or of diploma of degree standard, experience in mine or in metallurgical or allied engineering works should be at least five years. Five years teaching or research experience in these or allied subjects will be considered as eligible.  
(b) In case of holders of diploma not of degree standard and or holders of First Class Certificate of Competency granted under the Mines Act, experience in mines or in metallurgical or engineering works during eight years, of which at least five were passed in a position of high responsibility or practice as a Mining Engineer, Metallurgist, Geophysicist or Petroleum Engineer for at least eight years. Teaching or Research in these or allied subjects will be regarded as practicing them.

### 11.A Corporate Member :

A company within the meaning of the Companies Act, 1956 or incorporated under the relevant Corporate law in force , associated with or interested in Geology, Mining, Metallurgy or Associated Engineering related to mineral industry shall be eligible to be elected as a Corporate member. Every Corporate Member shall be entitled to all the rights and privileges of a member, which shall be exercised through its representative nominated by the competent authority of the Corporate Member. Provided that a Corporate Member will be entitled to such additional privileges as may from time to time be decided by the Council.

However, Corporate members shall not have any right for voting in Council Election.

12. **Associate :** Any person shall be eligible for election as an Associate (A.M.G.I) provided that he/she is at least 23 years of age and possesses one or more of the following qualifications :-

A degree/ diploma in Geology, Geophysics, degree or PG degree/diploma in Mining Engineering, Petroleum Engineering, Mineral Engineering, Metallurgy or allied

engineering subjects from a recognized University of India or Abroad or a First Class Certificate of Competency as a Manager of a Mine under the Mines Act or having passed Sections A & B Examinations of the Institution of Engineers (India).

Experience to become an Associate Member – At least three years experience in Mining / Mineral industry or in Metallurgical / Allied engineering works. Three years teaching or research experience in these or allied subjects will be regarded as practicing them.

13. **Student Associates :** Any person shall be eligible for election as a Student Associate provided that he is at least 16 years of age and is either a graduate or a undergraduate of any recognized University or School of Mines, and studying Geology, Mining, Metallurgy, Petroleum Engineering or allied engineering subjects or a person undergoing training in the above subjects.
14. (i) The qualifications for eligibility for election specified in Articles 11,12 and 13 may be relaxed in special cases at the discretion of the Council.  
(ii) No person shall be permitted to remain in a lower grade as Associate or Student Associate when his qualifications entitle him to pass into the next higher grade, unless specially sanctioned by the Council.
15. **Honorary Member :** President and Vice-President of India, the Prime Minister of India, the Governors of States, Chief Ministers of States, Honorable Ministers of the Government of India and such other dignitaries as may be decided by the Council shall be ex-officio Honorary Members, if they assent so to be.

Apart from the ex-officio Honorary Members, an individual Member who has completed 50 years as Member of the Institute may also be suitably honored by electing him as Honorary Member and or in any other suitable manner as the Council may think fit and proper:

16. **“Subscribers, Patron Members, Corporate Members and Donor Members”:** Local Governments, owners of mines, commercial firms and corporate bodies, associated with or interested in geology mining, metallurgy or engineering, or the cognate sciences, shall be eligible as Subscribers, Patron Members, Corporate Members and Donor Members, who may on election enjoy through their respective representative, rights and privileges of membership, subject to Article 9 herein above.

Provided further that Patron Members, Donor Members and Corporate Members will be entitled to such additional privileges as may from time to time be decided upon by the Council.

## ELECTION OF MEMBERS

17. “A candidate for election for membership (whether as a Member, Life Member, Associate, Student Associate, Corporate Member or Subscriber, shall make an application to be and sent to the Honorary Secretary in the relevant form (annexed).



The application shall be accompanied by 2(two) passport size photographs, documents of date of birth and qualifications, & experience etc, and shall be countersigned by two Members recommending the candidate, of whom one at least shall be on “personal knowledge” about the candidate. The Honorary Secretary shall thereupon, in cases of application under form A, refer the same as soon as convenient to the Council who shall decide by majority of its members present whether a candidate shall be admitted as a Member or as an Associate and if it be decided that such candidate shall be admitted as an Associate, the fact shall be communicated to him by the Honorary Secretary unless he/she has previously intimated that he/she wishes to join as an Associate; it shall be optional to the candidate to withdraw his/her application within one week after receiving intimation from the Honorary Secretary that he/she has been admitted as an Associate. The Honorary Secretary shall send a written announcement of his/her election to each candidate duly elected, and shall thereupon send a copy of the Rules of the Institute for the time being in force.

18. The names of those proposed for election as Honorary Members shall be balloted for by the Council. An Honorary Member shall not be considered duly elected unless the majority of votes are in favour his/her election.

19. **Admission Fee for Membership :**

The admission fee on election to any grade

**Member ( Member/ Associate Member/ Student Associate) - Rs. 400/-**

No admission fee is required to be paid for up gradation from one category to other category

Student Associates and Associate Member to be upgraded provided they fulfill all criteria to become member and pay the annual subscription applicable for Member

The Council shall have the right to remit admission fee from time to time as they shall determine.

20. **Annual Subscription :**

In addition to the admission fee payable as above the following annual subscription shall be payable in advance of the first day of April in each year of the commencing year:

• <b>Members</b>	<b>Rs.</b>	<b>500</b>	<b>per annum</b>
• <b>Associates</b>	<b>Rs.</b>	<b>300</b>	<b>”</b>
• <b>Student Associates</b>	<b>Rs.</b>	<b>200</b>	<b>”</b>
• <b>Subscribers</b>	<b>Rs.</b>	<b>5,000</b>	<b>”</b>
• <b>Donor Members</b>	<b>Rs.</b>	<b>20,000</b>	<b>”</b>

- **Patron Members**                      **Rs.            50,000**                      ”
- **Corporate Members**                **Rs.            1,00,000**                      ”
- **Foreign Members**  
    **(Life membership)**                      **US \$            500            one time payment.**

The Council shall have the right to modify annual subscription from time to time as they shall determine. The Council will also indicate the rights and privileges to be enjoyed by each category of members and if necessary modify the same time to time.

**21. Life Member :**

A Member (but not an Associate or Student Associate) of twenty five years standing, who has discharged all his/her dues to the Institute, shall automatically become a Life Member

Any Member can become a Life Member by paying a lump sum to the Institute as per following schedule.

Fee for Life Membership :

- (a) Up to the age of 45 years    -    Rs. 7000/-**
- (b) From 45 to 60 years of age -    Rs. 6000/-**
- (c) Beyond 60 years                -    Rs. 4000/-**

Membership fees are excluding admission fee.

A subscriber shall be deemed to be a permanent subscriber after a lump sum payment of Rs. 50,000/-; A Donor member shall be deemed to be a permanent Donor member after a lump sum payment of Rs. 2.0 Lakhs, A Patron member shall be deemed to be a permanent Patron member after a lump sum payment of Rs. 5 .00 Lakhs-; A Corporate member shall be deemed to be a permanent Corporate member after a lump sum payment of Rs. 10 .00 Lakhs.

22. No person although duly elected according to the foregoing Articles, shall be entitled to exercise or enjoy the rights and privileges of a member nor shall his name be entered in the list of members or published in the proceedings, until he shall have paid his admission fee and subscription for the current year as provided by Articles 19 and 20 hereof, and the payment thereof shall be the commencement of effective membership and shall be conclusive evidence against the newly elected member of his acquiescence in all the Rules and Regulations of the Institute then in force and of an undertaking to be bound by them; and the announcement of his election to be sent to him by the Secretary as herein before provided, shall contain a copy of his present clause.



## FORFEITURE AND EXPULSION

23. Any member whose subscription shall be in arrear for 1 year after becoming due, and who shall have made default in paying the same within six months after a written notice calling for such payment shall have been sent to him by mail or registered post / courier by the Secretary or any office bearer shall ipso-facto cease to be a member; and the name of such defaulting member shall be removed, but he shall be eligible for re-election. A list of such members whose names have been deleted will be put up to the Council for information.
24. If it shall appear to the Council that any member has failed to conform to these Articles of Association or that he has been guilty of conduct likely to reflect detrimentally on the Association or found guilty of misuse of Association's name, the Council shall appoint one committee of not less than three and not more than five members to examine the case reported. The committee shall also incorporate the views of the concerned member and put up the report to the Council. The Council shall be entitled to request such member to resign, and in case of his refusal to do so within two months after the request, the Council shall convene an Extraordinary Meeting; and if at such Extraordinary Meeting three-fourth of the members present vote for the expulsion of the member so offending, such member shall thereupon cease to be a member and his name shall be removed from the list of members; and a member who shall be expelled hereunder shall not be eligible for reelection within a period of three years from the date of his expulsion.

## RESIGNATION OF MEMBERSHIP

25. Any member, by giving to the Secretary six months' notice in writing of his intention so to do, resign his membership in the Association; and upon the expiration of such notice such member shall cease to be a member.
26. A notice of resignation may be cancelled by the member at any time within six months. A member who has resigned his membership as aforesaid shall be eligible for re-election.
27. Any member who shall cease to be a member either by voluntary resignation or by forfeiture of membership under Articles 23 to 26 shall continue to pay his annual subscription until he shall have discharged all sums, if any, due by him to the Association and shall have returned all books and other property, if any borrowed by him from the Association, or shall have made full compensation for the same, if lost, or not forthcoming.

## REGISTER OF MEMBERS

28. A list of register of members shall be kept in which shall be set forth the names and address of all the members for the time being, and in which all changes in membership from time to time taking place shall be recorded.

## ADMINISTRATION

29. The Administration of the affairs of the Institute shall be entrusted to the Council comprising of a minimum of twenty-one and a maximum of twenty five members of the Institute.

For effective functioning of chapters , all chapters to be grouped into four zones which are as under:

Zone 1 – Kolkata , Assam, Asansol Chapters

Zone 2 – Ranchi, Dhanbad, Jamshedpur Chapters

Zone 3 – Delhi, Rajasthan, Bilaspur, Singrauli Chapters

Zone 4 – Bhubaneswar, Orissa, Nagpur, Mumbai/ Goa, Hyderabad, Kothagudam, Bangalore Chapters

Time to time Council may review the distribution of the various zones.

**Zonal Representative in the Council** – minimum two members per zone.

**The President, the Honorary Secretary two immediate past Presidents and two immediate past Secretaries, all Chapter Chairmen shall be ex-officio members of the Council.**

All members of the Council, constituted as above shall have a right to vote at Council meeting.

The other past Presidents shall be permanent member of the Council but shall have no voting rights.

The President may nominate suitable members in the Council but should not be more than two.

### Chapters of the Institute

30. The Council may establish, Chapters of the Institute within India as well as abroad having such titles and jurisdiction as they approve and shall have the power to disestablish any such Chapter in case the membership of the **Chapter falls below 30 members more than one year** or when the Council consider it necessary in view of special circumstances. Every member of the Institute shall forthwith after his/her election to membership become a member of such Chapter as he/she requests, subject to the approval of the Council. In case of disestablishment of any Chapter; due to less number of membership or cessation of activity or any other reason, the members of the disestablished Chapter will be inducted to any of the neighbouring Chapter as will be decided by the Council.

Each Chapter shall be managed by a committee consisting of Chapter Chairman, Chapter Honorary Secretary, Chapter Honorary Jt. Secretary, Chapter Honorary

Treasurer and three to five other members of the Chapter , all of whom shall be elected by the Chapter members for a period of two years within two months of the due date of Annual General Meeting of the Institute in a manner as may be laid down by the Council from time to time. Chapter election shall be held every two years. Office bearers of the Chapter so elected shall remain in office for a period of two years and are eligible for election for one more period of two years only If election of any Chapter is not held in time, Council shall nominate one of its members to hold a General body meeting of the Chapter for conducting election of executive committee of the Chapter: Meeting of the Chapters shall be open to all members of the Institute but no person who is not a member of the Chapter shall have any right of voting there at. The Chapter Honorary Secretary or in his absence the Chapter Chairman shall remain as the custodian of all properties of the Institute in that Chapter till he/she hands over charge to his/her successor

31. Chapter may be disestablished by the Council on cessation of active work or otherwise, the Council may call for any property belonging to the Chapter or to the Institute to be delivered to the Institute or any other Chapter as the Council may determine.
32. The Honary Secretary of the Institute shall forward each Branch, atleast once in a year a statement showing additions, deletions and transfers of members of such Branch. Each Chapter shall send to the Honary Secretary of the Institute after every financial year a full and correct statement of receipts and expenditures and audited balance sheet of each Chapter for the year along with accumulated financial amounts and assets for the purpose of the audit at the Head office.
33. Each Chapter shall bear its own expenses and no Chapter shall be deemed to have power to incur any obligation on behalf of the Institute unless specifically authorized by a resolution of the Council.
  - (a) 15 % of the surplus generated from the events of a Chapter of MGMI to be given to Headquarter / Main body. However, parent body will not bear any financial liabilities in case of any negative balance.
  - (b) All actions / events should be taken up by the Chapter with information to the parent body
  - (c) The parent body will pay to the Chapter 20 % of the accrued interest per annum of the life membership fee of the Chapter at the end of each financial year
  - (d) The parent body will pay to the Chapter, 25 % of the membership fee of the Chapter at the end of each financial year
  - (e) If Chapter get associated in the any event being organized by the Parent Body the surplus generated in those events will be shared with the Chapter. The percentage of surplus will be decided by MGMI Council.

34. **Election of Council**

Only members, not in arrears of dues to the Institute up to the previous financial year at the time of notice of invitation for nominations for election , shall be entitled to

nominate candidates for election, vote in the election, or serve as Council members. A list of valid voters should be available for inspection at the Headquarter office at least one month before the start of the election process each year. Those who are interested to obtain the valid voter list ( Hard copy/Soft copy) they may get the same by **paying Rs. 500/-**. Only those, who have at least three years standing as members shall be eligible for nomination and election to the Council and as office bearers. A Council Member after completion of one term of three years will be eligible for re-election to the Council provided he/she has attended at least 33% of the Council meetings during his/her tenure.

35. (i) Elected Council Members shall hold office for a term of **three consecutive years** and shall be eligible for re-election.
- (ii) In each Council there shall be at least one member from the discipline of **Mining Engineering , Geology & Metallurgy**
- (iii) The Council shall, immediately after the Annual General Meeting elect its office bearers amongst the members in the Council **(a) one Vice-President (b) four Pro-Vice Presidents from four zones as per ( Ref CI No .29) (c) one Honorary Secretary (d) one Honorary Joint Secretary (e) one Honorary Treasurer; (f) one Honorary Editor**

Council Members and office bearers shall act without remuneration. Council may co-opt member or members for specific tasks but such co-opted members shall not be entitled to vote at its meeting nor shall he/she be entitled to any remuneration.

36. **Election of President :**

Before the Annual General Meeting the out-going Council shall elect the President by ballot for the ensuing year. The person so elected shall take office as President of the Institute at the Annual General Meeting. The President in office shall, however; be eligible for re-election for further period of office as President for one year only

37. **Election of Honorary Secretary :**

Before the Annual General Meeting, the Council shall also elect the Honorary Secretary by ballot for the ensuing two years term from amongst the members of the outgoing Council and the person so elected shall take office as Honorary Secretary of the Institute at the Annual General Meeting of the Institute. The Honorary Secretary shall be eligible for re-election for further immediate subsequent period of one more term of two years.

38. (a) **Election of Council Members**

At least three months before the date fixed for the Annual General Meeting the Council shall appoint a Board of Scrutinizers in every year consisting of members **not more than five but not less than three. The Council shall appoint a Convenor of the committee from amongst the five members. The Honorary Secretary shall be ex-officeo member of the Board.**

All efforts to be made to conduct election by Electronic mode.

- (b) The Board of Scrutinizers shall cause to be issued to each Member entitled to vote, a notice specifying the names of Council Members who will retire at the Annual General Meeting, the vacancies that have occurred in the Council and the disciplines to which the vacant seats have been allotted, and call upon him to propose within **21 days** of the notice the names of Members, with their consent in writing whom he considers suitable for election as Council Members.
- (c) The Board of Scrutineers shall thereafter circulate the names of these nominations, who have signified their consent to stand for election, to each of them individually and ask him to inform within **10 days** of the date of posting the letter in case he wishes to withdraw from the election. If as a result of withdrawals or otherwise, the total number of nominations in the field by the last date for withdrawals is less than the number of vacancies notified, the Board of Scrutinizers shall ask the Council to nominate candidates for the shortfall and submit the nominations with the written consent of the candidate.
- (d) If the total number of nominations so received and found valid, exceed the number of vacancies in the Council, the Board of Scrutinizers shall prepare voting papers showing the names of Members willing to serve the Council if elected and post them through suitable mode decided by the Council to all members eligible to vote, at their recorded addresses. **Voting papers shall be returnable within at least 60 days** from the date of posting and within at least one week before the date fixed for Annual General Meeting.

Despatch of ballot also to be informed by email to the members having Email address recorded.

All the ballot papers received by post only at MGMI office shall be dropped in a sealed box specially designed for receiving ballots. All undelivered ballot envelopes returned by the postal authority also to be dropped in a separate sealed box.

- (e) During counting of Votes for election as Council Member of the Institute - the member/ or his/her representative contesting for the post will be allowed, if he/she so desire to be present at the time of counting. In case of representative, identity and authorization to be ensured. Only Member of MGMI will be allowed to represent contesting candidate.

The Board of Scrutinizers shall immediately after the last date of receiving voting papers, seal the ballot box.

During counting voting papers shall be scrutinized , rejecting those which are found invalid, prepare a report on the result of voting and present it to the President duly signed by all the members of the Board present. In the event of two or more members securing equal number of votes, the Board of Scrutinizers shall decide by drawing lots.



Voting papers shall be sealed by Scrutinizing Committee and kept three months whereafter those shall be destroyed.

39. The President shall announce the result of election at the Annual General Meeting. The Convenor on behalf of the President may also announce the result of election at the Annual General Meeting. Thereafter, voting papers shall be sealed by him and kept by him for 30 days, whereafter they shall be destroyed.
40. A casual vacancy in the office of the President, the Vice-President or the Council or the Honorary Secretary or Treasurer shall be filled up by the Council who shall elect a Member to fill up the vacancy

### *AUDITOR*

41. An Auditor shall from time to time be appointed by the Council at a remuneration to be fixed by the Council.
42. An Auditor shall audit the accounts of the Association and of all funds connected with or controlled by the Association.

### *PRESIDENT*

43. The President shall preside at all meetings of all Council, at all meetings of members and over all deputations. He shall preside at the Annual Meeting, address the members, on such subjects as he may deem proper to bring to their notice; but such address shall not be taken to represent the views of the Association unless such representation is expressly indicated.
44. In the absence of the President, the Vice-President shall have the powers and perform the duties of the President.

### *THE COUNCIL*

45. The Council shall meet at such times as they may deem advisable and may make such regulations not inconsistent with these Articles as they may think proper for the summoning and holding of meetings of Council and for the transaction of business at such meetings, and the record of their proceedings shall be open to the inspections of all members subject to such limitations and regulations as the Council may from time to time deem expedient.
46. Eight members of the Council with voting rights shall form a quorum for the transaction of business unless herein otherwise expressly provided.
47. The proceedings of the Council shall be subject to the control of the Institute in the Annual General Meeting.
48. A report of the proceedings of the Council and a general report on the position of the Institute and the work done during the then past year; shall respectively be prepared by the Council annually and shall be printed and circulated for the information of the

members at least ten days previous to the Annual General Meeting. Such report shall be submitted to the Annual General Meeting for confirmation and shall be confirmed or otherwise dealt with or disposed of as the meeting shall determine.

49. The management of the business and funds of the Association shall be vested in the Council who, in addition to the powers by these Articles expressly conferred upon them, may exercise all such powers and do all such acts and things as may be exercised or done by the Association and are not hereby or by law required to be exercised or done by the Association in general meeting.
50. Without prejudice to the general powers conferred by Articles 49 hereof the Council shall have power :-
  - (a) To add to their number within the limit provided by Clause 29 hereof.
  - (b) To appoint any Committee or Sub-Committees of the members of the Council or of the members for any purpose conducive to the attainment of any of the objects of the Association, and may dissolve the same.
  - (c) To delegate, subject to such conditions as they think fit, any of their powers to Committees or Sub Committees and to make, vary, and repeal bye-laws or rules not inconsistent with any of these Articles of Association for the regulations of the proceedings of the Committees or Sub-Committees.
  - (d) To enter into arrangements upon such terms subject to such condition as the Council may deem desirable for working in connection with any other Association provided the objects for which the Association is or shall be formed are not inconsistent with the objects of the Association as defined in its Memorandum of Association.

### *SECRETARY*

51. (i) **Secretary**

If the business of the Council so required that a paid permanent Secretary should be appointed, the Council shall appoint a permanent Secretary and fix his/her remuneration. Such appointment shall be subject to confirmation at the next ensuing Annual Meeting.

(ii) **Executive Officer**

A paid Executive officer should be appointed by the Council and fix his/her remuneration.

52 (i) The duties of the Secretary whether honorary or paid, shall be :-

- (a) To conduct the correspondence of the Association and of the Council and to sign all notices, papers and letters emanating from the Association and carry on all other ministerial work of the Association under the directions and subject to the control of the Council.

- (b) To invite members to act on Committees or Sub-Committees on the advice of available members of Council and subject to confirmation at the next Council meeting.
- (c) To take minutes of all the proceedings of meetings of the Council and of the Association.
- (d) To prepare and to keep up the register of members and to prepare for submission to the Annual Meeting a complete list of the members of the Association.
- (e) To do all acts and things as are required to be done by him in these Articles.
- (ii) The Honorary Joint Secretary shall be elected from amongst the Council Members for the current year

The duties of the Joint Secretary whether honorary or paid shall be to help the Honorary Secretary in his duties and to carry out the duties of the Honorary Secretary in his absence.

- 53. The Honorary Secretary shall be ex-officio Member of all Committees and Sub-Committees appointed by the Council of the Institute.

### *TREASURER*

- 54. The Treasurer shall receive and hold all money paid or belonging to the Institute; he shall disburse all sums due by the Institute and shall keep proper accounts of all receipts and disbursements. All cheques drawn by the Institute shall be signed by any two of the Honorary Secretary Honorary Joint Secretary and the Honorary Treasurer

### *MEETINGS AND PROCEEDINGS AT MEETINGS*

- 55. The first General Meeting shall be held at such a time and such place not being more than six months after the incorporation of the Association as the Council may decide.
- 56. Subsequent General Meetings shall be held once a year at such time as the Council may decide, but one of such meetings (herein otherwise referred to as the “Annual General Meeting”) shall be held annually sometime by September of the respective year
- 57. The above meetings shall be called “Annual General Meeting” and all other meetings shall be called “Extraordinary General Meeting, Ordinary General Meeting, Council Meeting , Committee / Subcommittee Meetings” etc
- 58. The business of an Annual General Meeting shall be to discuss, consider, and decide upon, as may be applicable, the general affairs and work of the Association or matters specifically placed before it by the Council.
- 59. Notice of Annual General Meeting setting out the time and place thereof shall be published as the Council may determine.
- 60. The Council may of their own motion, and shall on requisition of at least 25 full members strength , convene an Extraordinary Meeting for the purpose of transacting any special business of the Association.



61. One month's notice of an Extraordinary Meeting shall be given to every full Member. Such notice shall specify the time and place of such meeting and the special business for which it is convened.
62. At an Extraordinary Meeting only the special business of which notice has been given, or such questions as necessarily arise thereon, shall be considered, and no stranger shall be permitted to be present thereat.
63. Ten full Members with voting rights shall be a quorum at every meeting.
64. If quorum be not present at any meeting it shall stand adjourned for a fortnight and if in such adjourned meeting even if quorum is not present, the meeting will be conducted and decisions taken by the voting members present.
65. The non-receipt of a notice by any member convening any meeting shall not invalidate the proceedings at any such meeting.
66. The President, or in his absence the Vice-President, shall take the chair at all meetings, or in their absence, one Council member among senior most member of the Council to be chosen between those then present, and if neither the President nor the Vice-President, nor a member of Council is present, or in the latter case more than one, and they are unable to agree within 15 minutes after the hour fixed for the meeting, the members present shall proceed to elect a Chairman.

### *VOTING*

67. Every full member shall have one vote, and save as otherwise herein expressly provided, votes shall ordinarily be taken from those members only personally present at meetings and by show of hands, the Chairman's decision on which shall be final ; but on motion to that end proposed by any member present and carried by the majority present, a poll may be demanded.
68. The Chairman shall be entitled to a vote, and in case of equality of votes he shall have an additional and casting vote.
69. Votes by means of voting papers sent through the post shall be taken from non-resident or absent Members (a) when expressly prescribed to be taken under these conditions; (b) when in their opinion the Council consider it in the interest of the Association that an appeal should be made from a decision of an Ordinary General Meeting to the entire body of full Members; (c) when not less than ten full Members present at such meeting call upon the Chairman to make such appeal; (d) when the subject-matter for the voting involves expenditure to an amount exceeding Rs.500 or disposal of securities forming parts of any permanent Reserve Fund; (e) in all cases of the council in its discretion thinks fit or necessary; and in all such cases the subject matter to be voted upon, with the reason for and against, shall be circulated to every full Member by means of a printed circular which shall be posted at least **14 days** before the meeting or adjourned meeting at which such matter is to be dealt with.
70. In no case shall any vote be allowed by proxy, and in the case of written votes taken from non-resident or absent Members when allowable as aforesaid, only those votes

received not less than 48 hours before the meeting shall be considered and taken into account.

### *REGISTER OF ADDRESSES*

71. Every member shall register with the institute (MGMI) postal address in India, Mobile no, Tel no and Email to which all notices and communications may be sent to him; and such registered address may from time to time be changed by him on notice to the Honorary Secretary and all notices and communications addressed to any member and posted to his registered address for the time being, shall be deemed for all purposes to be effectively served and made notwithstanding that through absence or otherwise the member may not in fact have received the notice of communication.

All change of address collected from different source to be verified by sending letter or by Email.

Every year at least two months before General Election effort to be made through different chapter and source to verify all postal address, Email, Mobile/Tel no etc of all members.

### *NOTICES*

72. A notice may be served upon every member either personally or by sending it through the post in a letter addressed to such member at his/her registered address, **at least 14 days before the date of the meeting.**

Efforts to be made to communicate all notice, journals through Electronic mode to all members having valid email address.

73. Any notice sent by post shall be deemed to have been served at the time when the letter containing the same would be delivered in the ordinary course of post.

### *SEAL*

74. The Council shall forthwith provide a Common Seal for the Association, the custody of which shall be with the Secretary
75. The Seal shall never be affixed to any document except in the presence of or by the President or a Vice-President , and in pursuance of a resolution of the Council in General Meeting.
76. Deeds, bonds and other documents under Seal made on behalf of the Association and sealed with its Common Seal shall be signed by the President or a Vice-President and countersigned by the Secretary



# THE MINING, GEOLOGICAL AND METALLURGICAL INSTITUTE OF INDIA

GN-38/4, SECTOR V, SALT LAKE, KOLKATA - 700 091

e-mail : [mgmsecretary@gmail.com](mailto:mgmsecretary@gmail.com) / [mgmihonysecretary@gmail.com](mailto:mgmihonysecretary@gmail.com), Website : [www.mgmiindia.in](http://www.mgmiindia.in)

Phones : +91 33 23573482 / 3987

Telefax : 2357 3482

## Application for Life Membership (Form A)

The undersigned is anxious (a) to promote the study of geology, mining and metallurgy and of mineral occurrences in India, and of allied engineering subjects, with a view to disseminating the information obtained for facilitating the economic development of the mineral industries of the country, and (b) to advance and protect the interest of the mineral and metal industries and the welfare of those engaged therein and to assist in maintaining just and honorable practice in the professions of geology, mining and metallurgical engineering, and, therefore, desires to be enrolled as a Member of the Institute.

Passport size  
photograph

1. Full Name .....  
(in CAPITAL) Surname Middle Name First Name

2. Designation .....  
Present Last Held

3. Company Affiliated with .....

4. Date of Birth .....

5. Present Address.....  
With Pin Code .....

6. Permanent Address .....  
With Pin Code .....

7. Academic Qualifications : Please enclose documents

DEGREE / DIPLOMA	BRANCH	YEAR OF PASSING	INSTITUTE / UNIVERSITY

8. Brief Experience .....  
.....  
.....

9. Specialization : .....  
(if any) .....  
.....





# THE MINING, GEOLOGICAL AND METALLURGICAL INSTITUTE OF INDIA

GN-38/4, SECTOR V, SALT LAKE, KOLKATA - 700 091

e-mail : [mgmisecretary@gmail.com](mailto:mgmisecretary@gmail.com) / [mgmihonysecretary@gmail.com](mailto:mgmihonysecretary@gmail.com), Website : [www.mgmiindia.in](http://www.mgmiindia.in)

Phones : +91 33 23573482 / 3987

Telefax : 2357 3482

## Application for Associateship / Student Associateship

The undersigned is anxious (a) to promote the study of geology, mining and metallurgy and of mineral occurrences in India, and of allied engineering subjects, with a view to disseminating the information obtained for facilitating the economic development of the mineral industries of the country, and (b) to advance and protect the interest of the mineral and metal industries and the welfare of those engaged therein and to assist in maintaining just and honorable practice in the professions of geology, mining and metallurgical engineering, and, therefore, desires to be enrolled as a subscriber of the Institute.

Passport size  
photograph

1. Full Name .....  
(in CAPITAL) Surname Middle Name First Name

2. Designation .....  
Present Last Held

3. Company Affiliated with .....

4. Date of Birth .....

5. Present Address.....  
With Pin Code .....

6. Permanent Address .....  
With Pin Code .....

7. Academic Qualifications : Please enclose documents

DEGREE / DIPLOMA	BRANCH	YEAR OF PASSING	INSTITUTE / UNIVERSITY

8. Brief Experience .....

9. Specialization : .....  
(if any) .....





## APPLICATION FOR MEMBERSHIP AS 'DONOR' / 'PATRON' / 'CORPORATE' (FORM C)

The undersigned is anxious (a) to promote the study of geology, mining and metallurgy and mineral occurrences in India, and of allied engineering subjects, with a view to disseminating the information obtained for facilitating the economic development of mineral industries of the country, and (b) to advance and protect the interest of the mineral and metal industries and the welfare of those engaged therein and to assist in maintaining just honorable practice in the professions of geology, mining and metallurgical engineering and, therefore, desires to be enrolled as a DONOR / PATRON / CORPORATE member of the Institute.

1. Name of the organisation .....  
(in CAPITAL)

Address in full .....

.....

.....

..... Pin Code .....

Phone(s)..... E-mail..... Fax.....

Name of authorized Representative and his designation .....

.....

.....

2. Field of Business / Service

i) Products manufactured

.....

.....

ii) Services

.....

.....

3. Our special interests are in the following .....

.....

.....

Date..... Nature.....

(To be filled in by the Secretary)

Application received on .....

Candidate accepted for Donor / Patron / Corporate Membership

Signature of two Members of Council

.....

Member advised of election and copy of the rules sent to them in accordance with Article 17

on .....

Signature of the Honorary Secretary .....



## **BYE-LAWS RELATING TO PAPERS AT MEETINGS OF THE INSTITUTE**

- 1) Any member wishing to read a paper before the Institute shall send a copy of it to the Honorary Secretary at least a month before the meeting at which he proposes to read it.
- (2) If the paper offered for publication exceeds 3,000 words in length, it shall be accompanied by an abstract not exceeding 500 words in length.
- (3) The Council may refuse to allow a paper to be published in the Transactions without assigning any reason to the author.
- (4) The Council retains the right to decide the form in which the papers shall be published in the Transactions, whether in full, in part, or in abstract, but when any abbreviation is made it shall be communicated to the author before the publication of the paper.
- (5) No paper which has already been published elsewhere shall be published in the Transactions, although suitable papers read by members or non-members before similar bodies to the Indian Science Congress, which only publishes summaries, may be accepted, such papers will not however, be eligible for the prizes or medals of the Institute.
- (6) The author of any paper published in the Transactions shall receive 50 copies of his paper in pamphlet form free. He shall also be entitled, if he gives notice to the Honorary Secretary in writing before the meeting at which the paper is read, for further copies on paying the cost of printing.
- (7) All papers accepted for publication shall be the property of the Institute.

## **BYE-LAWS RELATING TO INSTITUTE MEDALS**

The following bye-laws relate to the three medals in gold, silver and bronze offered by the Institute for the best papers by members read before the Institute and published in the Transactions each year :-

1. The medals will be given each year for the best papers reaching a prescribed standard, read before the Institute and published in the Transactions.
2. The decisions as to which are the best papers will rest with a Judging Committee of five, appointed by the Council, who shall base their judgment upon both their scientific and practical value.
3. In case of two or more papers obtaining equal marks, the preference will be given to the papers of the greatest practical value.
4. A member may collaborate with other members or with non-members in writing a paper. In awarding the medal preference will be given to papers written solely by members.
5. No member of the Judging Committee shall be eligible to compete for the medals.
6. The medals will not be awarded unless the Judging Committee are of opinion that sufficiently high standard has been reached.
7. The bye-laws of the Institute relating to papers appearing in the Transactions must be strictly observed.
8. For the purpose of these bye-laws relating to the medals, the year shall be the period between one annual meeting and next.
9. For the purposes of these bye-laws relating to the medals, issue of the advance copies of papers for reading a meeting shall constitute publication on the date of the meeting.