

**Mining Engineers' Association of India**  
(ESTABLISHED IN THE YEAR 1957)

**MEMORANDUM OF ASSOCIATION  
AND  
RULES & REGULATIONS**

(AS ON AUGUST 26, 2022)



## FOREWORD

The Constitution Amendment Committee set up for the term 2021-2023 has reviewed the Bylaws of the Association and prepared the restructured bylaws as on August 26, 2022 by incorporating all the decisions taken by the Council since the previous bylaws published as on March 1, 2018. The Constitution Amendment Committee consisted of the following members.

**Shri. V.S. Rao**, Past President, Chairperson

**Shri. Md. Fasihuddin**, Past President, MEAI

**Shri. T.V. Chowdary**, Past President, MEAI

**Shri. T. Victor**, Past President, MEAI

**Shri. Arun Kumar Kothari**, Past President, MEAI

**Dr. P.V. Rao**, Former Hony Secretary, MEAI & Editor MEJ

**Shri. A.R. Vijay Singh**, Council Member, MEAI

I wish to thank the Chairman and the Members of the Constitution Amendment Committee, the National Council, and the General Body of the Association for approving the amendments framed in line with the contemporary developments in the Resources Sector. An important highlight of the revised bylaws is the incorporation of explicit bylaws related to the opening of Student Chapters under the Chapters of the Association to encourage the participation of Students in the Association activities.

Mr M Narsaiah, Secretary General MEAI, ably coordinated and supported the Constitution Amendment Committee in accomplishing the task.

It is my privilege to bring out this amended version of the Memorandum of Association and Rules & Regulations of MEAI, effective from August 26, 2022.

**K Madhusudhana**  
President



## Former Presidents & Secretaries of the Association

<b>Period</b>	<b>President</b>	<b>Hon. Secretary/ Secretary General</b>
<b>MINING ENGINEERS' (METALLIFEROUS) ASSOCIATION</b>		
1957-1964	B.L. Verma	B.N. Kanwar
1964-1967	N.S. Claire	R.C. B. Srivastava
1967-1968	L.A. Hill	S. Chandra
1968-1969	H.L. Chopra	M.G. Jhingran
1969-1970	S.S. Manjrekar	V.S. Rao
1970-1971	R.C.B. Srivastava	M.G. Jhingran
1971-1972	R.K. Gandhi	B. Roy Chowdhury
1972-1973	I.N. Marwaha	D.D. Sharan
1973-1975	R.S. Sastry	M.S. Vig
1975-1976	G.L. Tandon	K.K. Biran
<b>MINING ENGINEERS' ASSOCIATION OF INDIA</b>		
1975-1976	G.L. Tandon	K.K. Biran
1976-1978	D.L. Patni	A.K. Basu
1978-1980	R.C. Mohanty	S.K. De
1980-1981	M.K. Batra	R.C. Dutta
1981-1982	D.K. Bose	S.B. Mukherjee
1982-1983	P.R. Merh	M.K. Srivastava
1983-1986	V.S. Rao	L.S. Sinha
1986-1988	M.A. Khan	D.K. Sen
1988-1990	Saligram Singh	A. Panigrahi
1990-1993	M. Fasihuddin	B. Mishra
1993-1995	K.K. Biran	S. Chandrasekaran
1995-1997	N.S. Malliwal	Dr. P.V. Rao
1997-2001	T.V. Chowdary	CLVR Anjaneyulu
2001-2003	R.N. Singh	CLVR Anjaneyulu
2003-2007	Meda Venkataiah	CLVR Anjaneyulu
2007-2009	R.P. Gupta	CLVR Anjaneyulu & A.S. Rao
2009-2011	Dr. V.D. Rajagopal	A.S. Rao
2011-2013	Dr.S.K. Sarangi	A.S. Rao
2013-2015	A. Bagchhi	Koneru Venkateswara Rao
2015-2017	T. Victor	Koneru Venkateswara Rao
2017-2019	A.K. Kothari	Koneru Venkateswara Rao/ Dr H Sarvothaman/ Subramaniam Krishnamurthy
2019-2021	Sanjay Kumar Patnaik	M Narsaiah
2021-2023	K Madhusudhana	M Narsaiah



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# MEMORANDUM OF ASSOCIATION

## PREAMBLE

The Mining Engineers' Association of India ("The Association") was founded in the year 1957 under the dynamic leadership of Late N.S. Claire and other eminent mining engineers. The Association came into existence due to the collective vision and wisdom of a few enterprising mining engineers working in the metal mining belt of Orissa and Bihar. The founders of the Association had to struggle to establish a base for the Association's effective functioning during its infancy. It was only in the year 1965 they could succeed in getting the Association registered under the Indian Trade Union Act, 1926 with its Registered Office at Rungta House, Barbil, Orissa and subsequently registered under the Societies Registration Act, 1860 on 15<sup>th</sup> April 1981.

The aim of establishing such a professional body was to safeguard and enhance the professional competence and integrity of mining industry and professionals viz., mining engineers, geologists and allied engineers serving in the opencast and underground mines. It was also aimed at contributing its might to induce scientific and technological developments in the mining industry for the benefit of its profession and the country. Subsequently, in the larger interest of the Association all non-metalliferous mines including coal mines have also been covered. Initially, the title of the Association was conceived as "Mining Engineers' (Metalliferous) Association". Subsequently, the title was changed to "Mining Engineers' Association of India" (MEAI) during the year 1975 to convey its broadened outlook and also to bring all the professionals working in the mining fraternity under its fold.

## OBJECTS

The constitution of the Association inter-alia highlights the following Objects:

1. To protect the interest of mining engineers, geologists and allied engineers connected with mining industry in India and to improve their social and intellectual position / status in their profession.
2. To assist and participate in promoting technical education with special reference to Mining Engineering and other allied Earth Sciences.
3. To keep surveillance on the progress of all legislations affecting economic and industrial development of the country, in general and mining industry, in particular and voice collective views of its members thereon to authorities when necessary.
4. To build harmonious relationship between its members and the mine management, Government authorities and labour.
5. To obtain representation of the Association on various Boards, Committees and Policy – formulating bodies related to mining and mineral industries at State & National levels.
6. To promote the Art, Science and Technology of mining and allied professions in the mining industry by organizing technical paper presentations, workshops, seminars, discussions etc. and to promote earth sciences & mining education in the country.
7. To take part in the health, welfare and socio – economic activities in the mining and mineral industries.



# MEMORANDUM OF ASSOCIATION

## 1. (a) **NAME OF THE SOCIETY**

Mining Engineers' Association of India.

## (b) **EMBLEM AND OFFICIAL SEAL**

The Emblem and the Official Seal of the Association shall be as per the design incorporated in this Constitution, which carries the full name of the Society and letters 'MEAI' and 1957 the year of incorporation, inscribed in it. This emblem shall remain as the proprietary name of the Association and the same shall be used in all its official documents.

## 2. (a) **REGISTERED OFFICE**

The Association was registered under the Societies Registration Act (No. XXI of 1860) on 15<sup>th</sup> April 1981 at Cuttack, Orissa bearing the registration No. 18852 / 5 of 1981-82 with its Registered Office at Rungta House, P.O: Barbil, Dist: Keonjhar, Orissa-758 035.

## (b) **NATIONAL HEADQUARTERS & SECRETARIAT**

Mining Engineers' Association of India

F-608 & 609, VI Floor, Raghavaratna Towers (A Block),

Chirag Ali Lane, Abids, Hyderabad - 500 001, Telangana, India

Phone: +91 40 23200510 / 29801069

E-mail: meai1957@gmail.com

Website: www.meai.org

meai@meai.org www.meai.co.in

## 3. **OBJECTS OF THE ASSOCIATION**

- (1) To protect the interests of mining engineers, geologists and allied professionals connected with mining and mineral industries in India and to improve their social and intellectual position / status in their profession.
- (2) To keep surveillance on the progress of all legislations affecting the economic and industrial development of the country, in general and of the mining industry, in particular and to voice collective views of the members thereon to the appropriate authorities when necessary.
- (3) To enforce greater harmony in the relations between the Association, Government departments and Mine managements and also to establish cordial relations between management and workmen in the mining industry.
- (4) To obtain representation of the Association on various Boards, Committees, Legislative Bodies etc. related to mining and mineral industries at the State and National levels.
- (5) To promote Art, Science and Technology of mining, geology and allied professions disciplines by organizing technical paper presentations / workshops / seminars / discussions / documentary films etc., excursions to places of interest and by establishing libraries containing books and journals on mining, geology and allied subjects in the major mining centres, if the funds of the Association so permit; also to promote the cause of earth sciences and mining education by keeping contact with similar organizations in India and abroad, if the funds of the Association so permit.



- (6) To raise and collect funds for general purposes or any specified objectives and to invest and disburse the same in a manner conducive to the attainment of objectives referred to in the objects of the Association or for which the fund was specially created.
- (7) To accept any request, gift, donation, endowment or subscription or to accumulate and provide any fund or endowment to invest the same and apply the income arising there from or to resort to the capital thereof for any of the objectives of the Association.
- (8) To borrow or raise money required for the purpose of the Association upon such terms and conditions and in such a manner and on such securities as may be determined by the Council and approved in the General Body Meeting.
- (9) To extend aid to or receive aid from any other Society, Association, Company, Corporation, Firm, Partnership or Person promoting or intending to promote any of the objectives 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 to the Association.
- (10) To raise funds by subscription or otherwise and to grant any right or privilege to the members or the subscribers.
- (11) To take part in health, welfare and other social activities of the mining areas or elsewhere in the country.
- (12) To secure and protect the rights of the members and safeguard their interests by all lawful means.
- (13) To set apart a portion of the collections for land and / or building of the Association, as and when considered necessary.
- (14) To acquire by purchase, lease or otherwise lands, buildings or other movable or immovable properties from any person or persons, firm, syndicate, corporation, government, municipality / local body or any other agency for the benefit of the Association which the Association may think fit and proper from time to time.
- (15) To permit any of the buildings belonging to or held by the Association for the time being, for use either gratuitously or on such terms and conditions as the Association may think fit, for public or other meetings, lectures and discussions or for any other purpose the Association may think expedient.
- (16) To sell, improve, manage, develop, lease or let, sub-lease or sub-let, mortgage, dispose off or turn to account or otherwise deal with all or any of the properties of the Association, in accordance with the provisions of the relevant Act.
- (17) To construct upon any premises acquired by the Association for its purpose and also to alter or remove any of the building (s) belonging to the Association.
- (18) To subscribe to become a member of and co-operate with any other Association whose objectives are fully or partly similar to those of this Association.
- (19) The Association may set up a Cell or Bureau for the purpose of securing and furthering employment opportunities and placements for the professionals connected with mining and mineral industries.
- (20) The Association may set up a Cell from time to time, subject to the approval of the Council, to take up consultancy services in respect of any matter(s) or issue(s), as may be referred to it by the Government or Industry or any other agency to promote sustained development, scientific extractions and conservation of mineral resources, ecology or legislative matters or any other specified purpose.



- (21) The Association may open its Chapters in countries other than India with Non-Resident Indians (NRIs) as its members who are connected with mining or mineral based industries or universities or research organizations.

#### **4. CODE OF ETHICS**

##### **A. For all members of the Association**

The members, to uphold and advance the honour and dignity of their profession, in keeping with the high standards of ethical conduct, will

- (1) strive to enhance the competence and prestige of their profession.
- (2) be honest and impartial and will serve with devotion their organization, clients, country, and the public.
- (3) use their knowledge, experience, and skills and exchange information for the advancement of the Association, mining and mineral industries, the country and humanity.
- (4) cooperate in implementing National Policies for the economic enhancement and betterment of the people and eradicate poverty.
- (5) take care of the safety, health, and welfare of the employees in mining and mineral industries and the public to improve performance in their professional duties and also safeguard the environment and ecology.
- (6) Act, in professional matters, as faithful agents and trustees for their organization, colleagues, and clients.
- (7) not injure maliciously the professional reputation, prospects or practices of other members. If, however, one has proof that any other member has been unethical, illegal or unfair in practice, he should so advise the Association.
- (8) not compete unfairly with another member and avoid harming the interests of other members or colleagues.
- (9) endeavour to provide opportunity for professional development and advancement of members in their employment or under their supervision.
- (10) take pride for being the members of the elite body of mining industry professionals and will use their influence for the betterment of the fellow members and the Association and shall work actively to that effect.

##### **B. For Registered Competent Person (RCP) of the Association**

Apart from the above Code of Ethics applicable to all members of the Association, MEAI Registered Competent Person (RCP) category of members need to adhere to Code of Ethics as finalised and notified by The **National Committee for Reporting Mineral Resources and Reserves in India (NACRI)** and the same is found in **Appendix – II** enclosed to the Memorandum & Rules and Regulations of MEAI.



## **5. FUNCTIONING OF THE ASSOCIATION**

The management of the Association is vested in the Council duly constituted, with 0.5% of the total strength of existing life members as elected members, a maximum of 5 (five) nominated members, 5 (five) co-opted members, 5 (five) nominated members representing Life Institutional members, Chairmen & Secretaries of the Chapters, 2 (two) immediate past Presidents in addition to the Office Bearers viz. the President, 3 (three) Vice-Presidents, the Secretary General (without voting right) and the Jt. Secretary-cum-Treasurer. All the other past Presidents and past Honorary Secretaries/ Secretary Generals shall be the Permanent Invitees. The term of office of the Office Bearers and the Council shall be for a period of 2 (two) years and the election shall be conducted by postal ballot / e-voting / e-mail under the supervision of a designated Returning Officer nominated by the outgoing Council. The newly elected Council shall be declared by the President at least one month in advance of the Annual General Meeting (AGM) where the new Council Members will be installed. The AGM shall be held every year after 31<sup>st</sup> March but before 31<sup>st</sup> July of the same year. General Meetings are convened for any specific purposes as decided by the Council.

## **6. NAMES OF THE CHAPTERS AND YEAR OF FORMATION**

The continued and whole-hearted efforts of senior professionals in the mining industry resulted in the launching of 26 Chapters that are geographically located across the length and breadth of the country representing the aspirations of the mining fraternity. The Chapters of the Association are Barajamda (1957), Goa (1975), Bellary-Hospet (1975), Bailadila (1976), Dalli-Rajhara (1978) (now merged with Raipur Chapter), Nagpur (1979), Belgaum (1982), Raipur (1987), Tamilnadu (1988), Hyderabad (1991), Sukinda (1991), Rourkela (1992), Jabalpur (1992), Calcutta (1992), Veraval-Porbandar (1992), New Delhi (1994), Himalayan (1995), Bhubaneswar (1996), Ahmedabad (1996), Bangalore (1996), Rajasthan-Udaipur (1998), Rayalaseema (2005), Rajasthan-Jodhpur (2007), Rajasthan-Jaipur (2010), Hutti-Kalaburagi (2016) and Dhanbad (2017). The figures mentioned in brackets indicate the year of launching the Chapter. The formation of the Chapters and their subsequent activities have provided the desired fillip to carry out sustainable activities of the Association at large and also succeeded in attracting the attention of the mining industry professionals serving in far flung regions of the country.

## **7. MEMBERSHIP DEVELOPMENT**

Eminent mining engineers, geologists and allied professionals are members of this Association. The membership of the Association was only 90 in 1969 but it rose to 127 in 1970. It, further, shot up to 183 in 1974. Thereafter, a significant surge was witnessed and the membership rose to 432 in early 1976 crossing 500 mark by the end of the year. By 1978, the figure crossed 600 mark and by 1<sup>st</sup> April 1995 the strength grew to 1081 members which included 492 Life members. Since then, the growth of life membership had shown galloping trend and as on 31<sup>st</sup> March, 1998, 1466 Life Members, 12 Life Institutional Members, 4 Institutional Members and 198 Annual Members were enrolled. By August 2022, the membership in all categories rose to 5990 Life Members, 31 Annual Members, 140 Fellows, 84 Life Institutional Members. The Association also conferred Honorary Memberships on 16 distinguished personalities associated with the mining industry.



## 8. MEMBERSHIP CATEGORIES

The Association enrolls the following categories of members, with the denoted abbreviations.

<b>Membership Category</b>	<b>Abbreviation</b>
Annual Member	AMMEAI
Student Member	SMMEAI
Provisional Member	PMMEAI
Life Member	LMMEAI
Fellow	FMEAI
Honorary Member	HMMEAI
Institutional Member	IMMEAI
Life Institutional Member	LIMMEAI
Registered Competent Person	RCP

Registration fee, admission fee, certificate fee etc are payable by all categories of members except the Honorary members, as decided by the Council from time to time. However, Student members have to pay registration fee only.

## 9. ACHIEVEMENTS OF THE ASSOCIATION

The Association, since its inception, is contributing immensely in the development and propagation of science and technology in all spheres of mining industry. Noteworthy contributions of the Association include holding the International and National Seminars by itself or under the aegis of its Chapters on several contemporary topics of importance. The Association is successful in bringing the academicians, researchers, professionals, regulators, consultants and equipment manufacturers/suppliers onto a single platform where the technology and expertise related aspects are discussed in detail. The Chapters are also engaged in conducting short term courses to the eligible needy and are helpful in generating employment potential in the mining industry. The Association continues to strive forward to strengthen the competitiveness of the professionals working in the Mining and Mineral industries to play a vital role in the economic development of these industries in the Country. Through its collaborative agreements with other similar overseas associations, the MEAI is successful in enlarging the scope of the exchange of expertise and technology to its members. The Association entered into a collaborative agreement with the Society for Mining, Metallurgy and Exploration Inc. (SME), USA in the year 1996-97 and enrolled 77 Affiliate Members but subsequently discontinued. The Association also entered into a Collaborative Agreement with Australasian Institute of Mining & Metallurgy (AusIMM), Australia during the year 2009. Also, a Memorandum of Understanding (MoU) was signed by the Southern African Institute of Mining and Metallurgy (SAIMM) South Africa and the MEAI for exchange of technical advancements in the field of mining by both the institutions/ organizations in 2010. MEAI and the CRIRSCO (Committee for Mineral Reserves International Reporting Standards) signed an MoU on 24-02-2016 in Phoenix, USA to collaborate in the development and implementation of



National Reporting Standard for Exploration Results, Mineral Resources and Mineral Reserves in India that is compliant with the CRIRSCO Template and enable India to become a member of the CRIRSCO. The leaders of MEAI and the SME, USA signed an agreement afresh on June 1, 2017, for granting Association-level membership to MEAI by SME. This historic agreement will enable the Association members to online access of Mining Engineering Magazine of SME and to member price for SME conferences, webinars, books etc.

#### **10. OFFICIAL ORGAN OF THE ASSOCIATION**

The Association's previous official organ "The Indian Mining and Engineering Journal" [IMEJ] was published under contract every month, since the year 1961 from Bhubaneswar (Orissa) and was supplied free of cost to all its members every month.

MEAI launched its own publication, as its official organ, the "Mining Engineers' Journal" [MEJ] with effect from 15<sup>th</sup> August 1999. Ever since the official organ MEJ was being published from the National headquarters (Hyderabad), it has earned the appreciation of the members and others for its contents and reaching them promptly by 1<sup>st</sup> week of every month. MEJ was being supplied in soft copy as well as hard copy (on payment basis) to all members of MEAI and also hosted on the website of MEAI. Some Chapters publish quarterly News Bulletins and distribute free of cost to all their members.

#### **11. RECOGNITION WON BY THE ASSOCIATION**

By virtue of the emphatic and significant role being played by the Association in the mining and mineral industries, it has won recognition from the Government Bodies and it is represented by its members on several State and National level Committees.

#### **12. HONOURS AND AWARDS CONFERRED BY THE ASSOCIATION**

To encourage the professionals to share every bit of their knowledge / expertise and to excel in the areas of their work and to recognize their meritorious contributions for the healthy and balanced growth of the mining industry in the country, the Association instituted several Annual Awards with the cooperation of organizations, corporations, industries and individuals. The awards are presented to the deserving members in the form of cash, medals/ plaques and certificates. The Association accepts contributions/donations from the individuals as well as the organizations and the industry to institute awards in specific disciplines of donors' interest. The interest accrued from the donations deposited in scheduled banks by the MEAI shall be utilized for meeting the expenditure on the awards.

#### **13. MEAI FUNDS MANAGEMENT**

The source of income of the Association is admission fee, subscription to the Mining Engineers' Journal, sale of souvenirs / publications, donations, advertisements, surpluses generated from seminars, workshops, training courses, consultancy services etc.



The funds are deposited in scheduled bank (s) and the bank account/s is/are operated jointly by the President, the Secretary General and the Jt. Secretary-cum-Treasurer of the Association. The withdrawals are made jointly by two of the account holders - either the President or the Secretary General and the Jt. Secretary-cum-Treasurer. The funds may be invested by the account holders in any reliable Government Securities or deposits with scheduled banks from where better returns are expected, as approved by the Council. The funds of the Association shall be invested in the modes specified under the provisions of Section 13(1)(d) read with Section 11(5) of the Income tax Act, 1961 (as amended from time to time). The accounts are audited by qualified Chartered Accountants / Firm or LLP of Chartered Accountants every year and the audited accounts are adopted in the AGM after getting the approval from the Council.

#### **14. RIGHTS AND PRIVILEGES OF THE MEAI MEMBERS**

- (1) The members enrolled under various categories are privileged to receive respective membership certificates of the Association and use the denoted abbreviations with honour.
- (2) The members are free to offer technical papers for presentation and discussion in the seminars / workshops organized by the Association or for publication in the Association's official organ (MEJ). All such technical papers are eligible for nomination to Sitaram Rungta Memorial Award subject to the Bylaws governing the award.
- (3) Members shall receive all notices, circulars, reports and transactions meant for general body of members.
- (4) Members enjoy the right to vote and contest for election. Student, Provisional, Honorary, Institutional and Life Institutional members also enjoy all the privileges of the Association except the voting right and contesting for election to the Council and Executive Committees of the Chapters.
- (5) Members are eligible to receive a complimentary **soft** copy of the Association's official organ (MEJ).
- (6) All categories of members except the Institutional (IMMEAI) and Life Institutional members (LIMMEAI) are eligible for concession in delegate fee as determined by the organizers in all the seminars / workshops organized by the Association including the Chapters.
- (7) All the Past Presidents and the Council Members are treated as Invitees to all the seminars, workshops etc. held by the Association/ Chapters and delegate fee of any type will not be collected from them.
- (8) The LIMMEAI's can nominate one delegate at 50% of the delegate fee to any seminar or any activity organized by the Chapters/ Association anywhere in the country.
- (9) The IMMEAI's and LIMMEAI's are eligible to receive two complimentary copies of the Association's official organ (MEJ).

#### **15. OTHER VITAL MATTERS**

- (1) No amendments to the Memorandum & Rules and Regulations of the Association shall be made which may prove to be repugnant to the provisions of Sections 2(15), 11, 12 & 13 and 80G of the Income tax Act, 1961 (as amended from time to time).



- (2) *In the event of dissolution or winding up of the Association the assets remaining as on the date of dissolution shall under no circumstances be distributed among the members of the National Council or Executive Committee of the Chapters, but the same shall be transferred to another charitable trust / society / company whose objects are similar to those of this Association and which enjoys recognition under Section 80G of the Income tax Act, 1961 (as amended from time to time).*
- (3) *The Society / Association that is formed is irrevocable.*
- (4) *The benefits of the Association shall be open to all irrespective of caste, creed, region or religion.*
- (5) *The funds and the income of the Association shall be solely utilised for achievement of the objects of the Association and no payment shall be made to the members by way of profit, interest, dividends, etc.*
- (6) *This organisation shall follow the rules as provided in the Societies Registration Act XXI-1860.*
- (7) *All resolutions duly passed in any meeting of the Executive / Council / General Body shall duly be recorded in a book of proceedings in English and signed by all the members present. Every resolution submitted to a meeting of the organization shall be confirmed by the members as specified under the Bylaws.*
- (8) *In case of any doubt arising out of the interpretation of the Constitution, the decision of the Council as approved in the General Body Meeting shall be final and binding.*

## **16. NATIONAL COUNCIL COMPOSITION**

*President*

*Vice President – I*

*Vice President – II*

*Vice President – III*

*Secretary General*

*Secretary cum Treasurer*

*X-Officio Council Members: (Immediate Past Presidents) 2*

*Elected Council Members: 0.5% of total strength of existing life members as elected members*

*Nominated Council Members: (Nominated by the outgoing President) 5*

*Co-opted Council Members: (Co-opted by the President Elect) 5*

*Representatives of*

*Life Institutional members: Co-opted by the President Elect*

*Ex-Officio members: All the Chapters Chairmen and Secretaries*

*Permanent Invites: All other Past Presidents and Past Honorary Secretaries / Secretary General*

*The list of Current National Council members is given in Annexure – IX*



## **17. AREA OF OPERATION**

*The Association operates in 26 Chapters geographically distributed across the country.*

They are:

- 1 AHMEDABAD
- 2 BAILADILA
- 3 BANGALORE
- 4 BARAJAMDA
- 5 BELGAUM
- 6 BELLARY-HOSPET
- 7 BHUBANESWAR
- 8 DHANBAD
- 9 GOA
- 10 HIMALAYAN
- 11 HUTTI-KALABURAGI
- 12 HYDERABAD
- 13 JABALPUR
- 14 KOLKATA
- 15 MUMBAI
- 16 NAGPUR
- 17 NEW DELHI
- 18 RAIPUR
- 19 RAJASTHAN-UDAIPUR
- 20 RAJASTHAN-JAIPUR
- 21 RAJASTHAN-JODHPUR
- 22 RAYALASEEMA
- 23 SINGARENI
- 24 TAMIL NADU
- 25 VERAVAL-PORBANDAR
- 26 VISAKHAPATNAM



# RULES & REGULATIONS

## RULE - 1

### TITLE

- (i) The Association shall be named as “Mining Engineers’ Association of India”.
- (ii) The Registered Office of the Association is situated at Rungta House, P.O: Barbil, Dist: Keonjhar - 758 035, Orissa (re-christened as Odisha), India.
- (iii) The Head Quarters & Secretariat is situated at F-608-609, VI Floor, Raghava Ratna Towers (A Block), Chirag Ali Lane, Abids, Hyderabad - 500 001, Telangana, India.

## RULE - 2

### DEFINITIONS

In these Rules and Regulations unless there is something repugnant to or inconsistent with the subject or context:

- (i) The “Association” shall mean the Mining Engineers’ Association of India (MEAI).
- (ii) (a) The “Council” shall mean the ‘Council’ of the Association consisting of the President, Vice-President-I, Vice-President-II, Vice-President-III, Secretary General, Joint Secretary-cum-Treasurer, two immediate past presidents, 0.5% of the total strength of existing life members as elected members, five nominated members, five co-opted members, five representatives of Life Institutional Members and Ex Officio Members (elected Chairmen and Secretaries of Chapters) of the Association.  
(b) The “Executive Committee” of the Chapter shall mean Chairman, Vice-Chairman, Secretary, Jt. Secretary and Treasurer, five elected members and immediate past Chairman, the concerned Vice President, and the Council member/members, if any, from the Chapter. Chapters exceeding 300 (three hundred) members may have one additional elected member for every additional 100 (hundred) members of the Chapter beyond 300.  
(c) The “MEAI Student Chapter Committee” shall mean the Convenor, Co-convenor, Student Chapter Mentor and two nominated students and two Lecturers / Assistant Professors / Associate Professors / Professors of the college / university belonging to the Student Chapter of the respective college / university and duly approved by the Executive Committee of the affiliated Chapter of MEAI in consultations with Student Chapter Mentor.
- (iii) “President” shall mean the President of the Association.
- (iv) “Vice-President” shall mean the Vice President - I, the Vice-President - II and the Vice-President - III of the Association.
- (v) “Secretary General” shall mean the Secretary General of the Association appointed by the Council either on remuneration or otherwise. He is the principle officer of the Association and all the correspondence shall be addressed to him. He will attend all the Council meetings but does not have the voting right in the Council.



- (vi) *“Joint Secretary-cum-Treasurer” shall mean the Joint Secretary-cum-Treasurer of the Association.*
- (vii) *“Ex-officio Council Members” shall mean all the elected Chairmen and Secretaries of the Chapters.*
- (viii) *“Chapter” shall mean the Chapter of the Association having such geographical jurisdiction for a group of members as determined by the Council from time to time in its meetings including Student Chapter.*
- (ix) *“Chairman” shall mean the Chairman of the Chapter.*
- (x) *“Vice-Chairman” shall mean the Vice-Chairman of the Chapter.*
- (xi) *“Secretary” shall mean the Secretary of the Chapter.*
- (xii) *“Jt. Secretary” shall mean Jt. Secretary of the Chapter.*
- (xiii) *“Treasurer” shall mean the Treasurer of the Chapter.*
- (xiv) *“Member” shall include the Annual member, the Student member, the Provisional member, the Life member, the Fellow, the Honorary member, the Institutional member, the Life Institutional member and the RCP (Registered Competent Person).*
- (xv) *“Year” shall mean the Financial Year i.e. 1<sup>st</sup> April to 31<sup>st</sup> March of next year or as notified by the Central Govt from time to time.*
- (xvi) *“Office Bearers of the Association” shall mean the President, the Vice- President-I, the Vice-President-II, the Vice-President-III, the Secretary General, and the Joint Secretary-cum-Treasurer as stated in these Rules & Regulations.*
- (xvii) *“General Body” shall mean all the eligible members of the Association.*
- (xviii) *“Office Bearers of Chapter” shall mean the Chairman, the Vice-Chairman, the Secretary, the Jt. Secretary and the Treasurer as stated in these Rules & Regulations.*
- (xix) *“Meeting” shall mean the Council meeting of the Association, Executive Committee meeting of Chapters, MEAI Student Chapter Committee Meeting of student chapters & General meetings of the Association, and the Chapters held physically or virtually.*
- (xx) *“Student Chapter” shall mean the student chapter of the Association started in a diploma or graduate or post-graduate degree colleges having mining and allied disciplines as branches of studies and affiliated with the nearest available chapter of MEAI. Such Student Chapter shall be proposed by the colleges/universities they are studying in.*
- (xxi) *“Mentor” means an Executive Committee member of the affiliated MEAI chapter and duly nominated as ‘Student Chapter Mentor’ by the Executive Committee of that Chapter.*
- (xxii) *“Convenor” shall mean the convenor of the Student Chapter representing student members.*
- (xxiii) *“Co-Convenor” shall mean the co-convenor of the Student Chapter representing student members.*



- (xxiv) "Office Bearers of Student Chapter" shall mean the Convenor, Co-convenor and the Student Chapter Mentor of Student Chapter.
- (xxv) "Students" shall mean students of diploma or graduate or post-graduate degree colleges eligible to form Student Chapter.
- (xxvi) "Lecturers / Assistant Professors / Associate Professors / Professors" shall mean Lecturers / Assistant Professors / Associate Professors / Professors of diploma or graduate or post-graduate degree colleges eligible to form Student Chapter.
- (xxvii) "Website of the Association" shall mean WWW.MEAI.ORG and WWW.MEAI.CO.IN. Chapters may create Websites, which shall be linked to the main domain of the Association.
- (xxviii) "Faculty" of the Student Chapter means Lecturers / Assistant Professors / Associate Professors / Professors.

### **RULE – 3**

#### **MEMBERSHIP**

##### **1. Categories of Members**

There shall be the following categories of members:

- (a) Annual Member (AMMEAI)
- (b) Student Member (SMMEAI)
- (c) Provisional Member (PMMEAI)
- (d) Life Member (LMMEAI)
- (e) Fellow (FMEAI)
- (f) Honorary Member (HMMEAI)
- (g) Institutional Member (IMMEAI)
- (h) Life Institutional Member (LIMMEAI)
- (i) Registered Competent Person (RCP-MEAI)

##### **2. Eligibility to become a Member**

###### **(a) Annual Member (AMMEAI)**

Any person shall be eligible for enrolment as an Annual Member provided that he/she possesses the following qualifications and experience:

A degree or equivalent diploma in mining engineering or mine surveying or any other branch of engineering or post graduate degree in geology or computer science with at least one year's experience in mining and mineral industries after acquiring requisite qualification or any person who is a holder of Manager's Certificate of Competency or a holder of Surveyor's Certificate of competency with 3 years' experience in mining and mineral industries or a holder of diploma in Mining Engineering or any branch of engineering or a post graduate degree in geology or mineral processing or environmental science with 3 years of experience in mining and mineral industries.



**(b) Student Member (SMMEAI)**

*Any student studying at not below the level of third year in a recognized Institution or University in a diploma or graduate course of mining or any other branch of engineering or at entry level in post graduate course in geology or applied geology or computer science or equivalent can be enrolled as a Student member.*

**(c) Provisional Member (PMMEAI)**

*A Student member after completion of his / her studies can be considered as a Provisional member for a period of 2 (two) years till they become Annual / Life Members, whichever is earlier. Diploma holders in mining & allied disciplines or post graduate degree holders in geology and allied courses working in the mining and allied industries till they acquire 3 (three) years of experience or till they become Annual / Life Members, whichever is earlier could also be considered for Provisional Membership. The provisional membership shall be with the chapter to which his/her Student chapter was affiliated when the person was a student member.*

**(d) Life Member (LMMEAI)**

*Life membership is open to all those persons who are qualified as Annual members.*

**(e) Fellow (FMEAI)**

*Any person shall be eligible for enrolment as a Fellow provided that he / she possesses the following qualification, experience and significant achievements.*

*A life member who has put in at least ten years of experience in mining and allied industries holding responsible position in the serving organization with extraordinary achievements through scholarly activities such as publications and achievements in the industry, recommended by at least two council members and approved by the Council.*

**(f) Honorary Member (HMMEAI)**

*Any person who had achieved high distinctions in mining and mineral industries at the national / international level can be invited to become as Honorary Member of the Association with the prior approval of the Council.*

**(g) Institutional Member (IMMEAI)**

*Any organization, Company, Corporation, Firm or LLP or Proprietor Concern related to mining or allied industries is eligible to enrol as Institutional Member on annual fee payment basis and the membership is renewable every year.*

**(h) Life Institutional Member (LIMMEAI)**

*Any Organization, Company, Corporation, Firm or LLP or Proprietor Concern related to mining or allied industries is eligible to enrol as Life Institutional Member for Life on payment of fee and is eligible for certain additional privileges.*

**(i) Registered Competent Person (RCP)**

*The requisite qualification and experience for registering RCP are specified in the*



National Committee for Reporting Resources and Reserves of India (NACRI) Charter Article 2(ii) (refer **Appendix-I**).

3. The Rules and Regulations formulated herein are binding on all the categories of memberships specified above.

#### 4. **Membership and Fee**

All members except Student and Honorary Members shall pay the following one-time fee on Registration besides the membership fee as indicated later.

- (a) Registration Fee - Rs. 400
- (b) Admission Fee - Rs. 400
- (c) Certificate Fee - Rs. 200

**Total (a + b + c) - Rs.1,000**

In addition to the above, GST or taxes as applicable from time to time, will have to be paid extra, by all membership categories, where applicable.

- (d) Annual fee of Rs. 1,000 is payable by the Annual and Provisional members besides Rs. 1,000 (Registration fee, Admission fee, and Certificate fee). An amount of Rs. 1,000 per member is payable by them annually for subsequent years within one month before the expiry of membership for renewing their memberships.
- (e) Student members shall pay one-time fee of Rs 300 only along with GST or taxes as applicable at the time of becoming a Student Member.
- (f) the following schedule of membership fee is applicable to enrol Life Members:

<b>AGE GROUP</b>	<b>FEE</b>
Above 60 years	Rs. 3,000 + Rs. 1,000 + GST / taxes as applicable
45 to 60 years	Rs. 4,000 + Rs. 1,000 + GST / taxes as applicable
Less than 45 years	Rs. 5,000 + Rs. 1,000 + GST / taxes as applicable

\*Rs.1,000 is against the Registration, Admission and Certificate fee. The Annual and Provisional members who wish to convert their membership to Life membership need not pay this amount.

- (g) A fee of Rs. 10,000/- or a fee applicable from time to time along with applicable taxes for Fellow membership.



- (h) *The following is the schedule of membership fee plus applicable taxes to enroll as Institutional (IMMEAI) and Life Institutional members.*

<b>ANNUAL TURNOVER</b>	<b>FEE YEARLY (IMMEAI)</b>	<b>FEE ONE TIME (LIMMEAI)</b>
<i>up to Rs.2 crores</i>	<i>Rs. 10,000</i>	<i>Rs.50,000</i>
<i>Rs.2.0 crores to Rs.5 crores</i>	<i>Rs. 15,000</i>	<i>Rs.75,000</i>
<i>Rs.5.0 crores to Rs.10 crores</i>	<i>Rs. 25,000</i>	<i>Rs.1,25,000</i>
<i>Rs. 10 crores to Rs. 50 crores</i>	<i>Rs.40,000</i>	<i>Rs. 2,00,000</i>
<i>Rs. 50 crores to Rs. 100 crores</i>	<i>Rs.50,000</i>	<i>Rs. 4,00,000</i>
<i>Rs. Above 100 crores</i>	<i>Rs.75,000</i>	<i>Rs. 8,00,000</i>

*Registration, Admission, and Certificate fee: Rs. 1000 plus applicable taxes in addition to the above schedule.*

- (i) *Registered Competent Person (RCP) fee: Rs. 5000 plus applicable taxes per annum.*

- 5. The Council, on receipt of a specific request, shall have the power to waive the fee of any unemployed member during such period of unemployment.*
- 6. The Council shall have the power to revise the rates of fee from time to time subject to approval at a General Meeting of the members.*
- 7. The Chapter-wise list of members shall be maintained at the office of the Association showing the name, address, and occupation of every member admitted to the Association and shall be available for inspection of the members at the office during office hours, as may be fixed by the Council.*
- 8. Members will have equal rights and responsibilities in the affairs of the Association. In a General Meeting, when polling becomes necessary, each member present will be entitled for a single vote only. Proxies shall not be allowed in any meeting. In case of virtual meetings, the Council shall facilitate e-polling.*
- 9. The Council may consider admission of Corporate Bodies, Firms, LLPs, Proprietorship Concerns, Associations or Institutions on such terms and conditions as it may consider expedient.*



## **RULE – 4**

### **ADMISSION & TERMINATION OF MEMBERSHIP**

#### **I. Admission Procedure**

- (a) A person having requisite qualifications and experience, as laid down in Clause - (2) of Rule-3, shall submit an application in the prescribed proforma to the Secretary General by post or email or digitally and remit the necessary fee, as specified in sub rule (4) of Rule-3 for admission as Annual, Student, Provisional, Life, Fellow, Institutional, or Life Institutional Member, duly sponsored by at least two members. The application in Annexure – II shall be submitted for Annual/Life/Student membership. The application in Annexure – III shall be submitted for Fellow membership. The application in Annexure – IV shall be submitted for Institutional/Life Institutional membership.
  - (b) In case of RCP applicants, a copy of the MEAI life membership certificate, NACRI issued mandatory PD certificate and proof of remittance of requisite fee, along with a request letter to Secretary General, MEAI. The Secretary General, after scrutiny, shall put up the application before the Council for consideration and approval and shall there upon intimate the applicant about his / her admission and the membership status accorded. A soft copy of the Memorandum and Rules & Regulations of the Association in force shall be sent to the applicant along with the intimation of approval of the membership. If any application is rejected by the Council, the Secretary General of the Association shall normally intimate the applicant concerned, in writing, the grounds of rejection. The Council, however, reserves the right to reject any application or defer admission without assigning any reason whatsoever.
  - (c) On receipt of the membership application and requisite fee for various membership categories, the Secretary General shall scrutinize for their eligibility and issue a provisional Certificate in soft copy by email subject to final approval of the Council in the ensuing council meeting. However, the effective date of membership shall be the date of the Provisional Certificate.
2. Persons of distinction at the national level or with outstanding contributions in any discipline associated with mining and mineral industries may be invited to accept the 'Honorary Membership' of the Association by the Council on being sponsored by at least 5 Council Members and ratified by two-thirds of the total strength of the Council. A formal invitation to such a person shall be sent by the President and the Honorary Membership shall become effective only on receipt of written consent from the person concerned.
  3. The membership of any member shall cease on submission of a written resignation to the Council under intimation to the Chapter and will be decided within 30 days of its receipt by the Secretary General. Otherwise, it will be deemed to have been accepted after 30 days of its submission to the Secretary General.
  4. (a) Annual, Provisional and Institutional Members shall submit membership renewal application at least one month before the expiry of membership. No papers, notices and Association's official organ will ordinarily be sent to them and they will not be allowed to enjoy the privileges of members until their membership is renewed.



- (b). Registered Component Persons shall renew their certificates annually within one month of the date of expiry to maintain their validity.
- (c) If the concerned member does not pay the membership fee consecutively for two years he shall be deemed to have been removed from the membership strength without giving any further notice.

5. Any member of the Association may send a complaint on the unethical conduct of fellow members to the Secretary General in writing by post or email. The details of the complainant shall be kept confidential. If any member does anything prejudicial to the interests of the Association or profession or intentionally violates the prescribed code of ethics, such member's conduct shall be referred to the ethics / disciplinary committee. The ethics / disciplinary Committee shall provide an opportunity to the member against whom the complaint is made to explain himself / be heard before taking any action against him. The recommendations of the ethics/disciplinary committee shall be referred to the Council for further necessary action. In case of satisfactory explanation is not forthcoming either from the accused member or from his / her agent who is duly appointed in writing on his / her behalf, the member is liable to be expelled or debarred from the membership of the Association, on the recommendation of ethics/disciplinary committee. Any action taken by the Council against him shall be informed to both the complainant and the person against whom the complaint has been made.

RCPs are to be dealt with as per the 'Code of Ethics and disciplinary procedures' outlined in **Appendix-II**.

6. Payment of membership fee shall be made directly to the National Headquarters (NHQ) of the Association by any recognized mode of payment other than outstation cheques or cash. In case payment is made in the respective Chapter's office, the intimation should be sent to NHQ immediately. In such cases, it is the responsibility of the concerned Chapter Secretary to remit the membership fee to Head Quarters within 30 (thirty) days from the date of the receipt of the amount by the Chapter. No payment shall be accepted except by a recognized mode of payment.

## **RULE - 5**

### **RIGHTS, PRIVILEGES, AND RESPONSIBILITIES OF MEMBERS**

- I. (a) All categories of members shall have their correct addresses registered in the books of the Association to be kept for the purpose and shall intimate in writing any change of address forthwith to the Secretary General and the Secretary of the respective Chapter.
- (b) All categories of members shall be entitled to receive all notices, circulars and reports, official organ or other papers meant for the General Body of members. Papers meant for the circulation to Council Members shall not be supplied to others unless specially directed otherwise by the Council.
- (c) Technical and scientific paper transactions and other important publications may be charged for, if considered desirable by the Council, otherwise, they will be distributed free of charge to all the members.



- (d) All notices, circulars, reports, Mining Engineers' Journal, technical papers & presentations, publications of the Association, etc. Shall be made available in soft copy or hard copy decided by the Council.
2. Every member of the Association shall be entitled to represent to the Council, in writing, any grievance in connection with his / her service or employment or any matter affecting his / her status and responsibilities for redressal with the help of the Association. The Council may, if deemed necessary, call upon such member to provide evidence either personally or through his / her authorized representative. Any action to be taken or not to be taken in such matters shall be at the sole discretion of the Council.
  3. Members offering papers for presentation, discussion or publication shall abide by the conditions laid down by the Council.
  4. The members of the Association shall have the privilege of using various abbreviations as specified in Rule 3(1) against their names after having obtained a formal membership certificate from the Association.
  5. All members of the Association are entitled to receive a soft copy of MEJ every month. Any Member who desires to receive a 'hard copy', in addition to a 'soft copy' of MEJ shall be provided at an extra cost to cover the packing and postal charges, as decided by the Council from time to time.
  6. All members except Student, Provisional, Institutional, and Life Institutional Members shall enjoy full privileges of the Association including the right to vote and contest election to the Council / Executive Committee. Student, Provisional, Institutional, and Life Institutional Members also enjoy full privileges of the Association except the right to vote and contest election to the Council/ Executive body.
  7. A member shall be deemed to be a member of a Chapter subject to the jurisdiction of the member's place of work. No person shall become or remain a member of more than one Chapter simultaneously. Members shifting their place of work should promptly intimate the concerned Chapter's Secretary and Secretary General and also make specific written request for the change of Chapter if the member's work place falls under the jurisdiction of any other Chapter. The jurisdiction of the Chapters shall be determined by the Council and notified by the Secretary General from time to time.
  8. The privileges and benefits provided under this constitution shall not be available to those members whose memberships have been ceased or terminated or deemed to have been removed from the membership in terms of Clauses (3), (4) and (5) of Rule 4.



9. Any member trying to seek help of any other Association, Agency or Corporate body for the redressal of his / her disputes and grievances unless routed through this Association, will not be entitled to the benefits assured by the Rules of this Association unless otherwise decided by the Council.
10. The Life Institutional Members (LIMMEAI) are entitled to the following additional privileges compared to other members of the Association:
- (a) One representative shall be invited to participate in the Annual General Meeting (AGM).
  - (b) Entitled to 25% concession in the advertisement tariff to publish in the MEJ.
  - (c) Every six months, the list of LIMMEAI shall be published in the MEJ.
  - (d) The list of LIMMEAI shall be displayed at the Association's Registered Office / Headquarters and in the AGM. The Chapters shall also display the names of LIMMEAI of respective Chapters in their offices.
  - (e) The LIMMEAI are entitled to a delegation fee concession @50% for attending any seminar or activity organized under the aegis of the Association/ Chapters.
  - (f) The LIMMEAI shall be presented, on enrolment, with a suitable memento/ plaque displaying prominently the Logo of the Association.
  - (g) The LIMMEAI-are entitled to receive a soft copy and two hard copies of MEJ every month.
  - (h) 5 (five) Representatives of the Life Institutional Members shall have the privilege to be nominated to the Council by rotation.
11. The IMMEAI-are entitled to receive a soft copy and two hard copies of MEJ every month.
12. Fellows and Honorary Members are exempted from paying registration fee, for participating in the programs undertaken by the Association.

## **RULE - 6**

### **MANAGEMENT AND ADMINISTRATION**

1. The management of the Association shall be vested in the Council.

The Council shall consist of

- (a) All Office Bearers i.e. the President, the Vice President-I, the Vice President-II, the Vice President-III, the Secretary General and the Jt. Sec-cum-Treasurer.
- (b) 0.5% (half percent) of total strength of existing life members as elected council members.
- (c) The outgoing President, in consultation with his office bearers, may nominate a maximum of 5 (five) Council Members.
- (d) The President – elect, in consultation with his other office bearers, may co-opt a maximum of 5 (five) members to the Council.
- (e) 2 (two) Immediate Past Presidents.



- (f) 5 (five) representatives of Life Institutional members nominated by the Council by rotation for one term and
  - (g) Chairman and Secretary of the Chapters, who shall be the Ex-officio Members of the Council.
  - (h) All Other Past Presidents and Past Honorary Secretaries / Secretary Generals shall be the Permanent Invitees.
2. The management of the Chapter vests in the Executive Committee.
- (a) The Executive Committee shall consist of the Office Bearers of the Chapter i.e. the Chairman, the Vice-Chairman, the Secretary, the Jt. Secretary, and the Treasurer.
  - (b) Five elected members and one additional member against every increase of 100 (hundred) members in the Chapters having membership beyond 300 (three hundred).
  - (c) Ex Officio, Immediate past Chairman.
  - (d) Ex-officio, the concerned Vice-President in the Council and the Council Member(s), if any, from the Chapter.
  - (e) All other Past Chairmen and Past Secretaries of the Chapters shall be the Permanent Invitees.
3. (i) The official address of the Association shall be the National Headquarters & Secretariat as given in Rule - I for all correspondences. The Council shall normally meet at least once in three months and in any case, it shall meet at least 4 (four) times in a year. If it is not possible to meet as aforesaid, the Council shall pass Resolutions by circulating the intended resolutions and the majority opinion shall be informed in the next immediate Council Meeting.
- (ii) The official address of the Chapter shall be the Permanent Address of the Chapter or if no permanent address is available, the one notified by the Executive Committee from time to time. The Executive Committee shall normally meet at least once in two months and in any case, it shall meet at least four times in a year.
- (iii) The official address of the Student Chapter shall be that of the College / University where it has been formed. The Student Chapter Committee shall normally meet at least once in three months and in any case not less than four times in a year.
- (iv) The Secretary General shall be appointed by the President with the approval of the Council for an initial period of three years. The subsequent term can be extended by mutual consent. Three months' notice on either side is applicable in case of termination or resignation.
4. (i) The existing Vice-President-I, the Vice-President-II and the Vice-President-III of the Council will assume the positions of the President, the Vice-President-I and the Vice-President-II respectively for the succeeding term. In the event, if any of the above office bearers declines or is found not eligible or is not available because of any exigency, the next office bearer in succession will assume the position.



- (ii) *The office bearers other than specified above namely, the Vice-President-III, the Joint Secretary-cum-Treasurer and the Council Members (0.5% (half percent) of total strength of existing life members) of the Association for the succeeding term shall be recommended by the outgoing Council at least 4 (four) months in advance before laying down the office after receiving the written consent from the concerned members. The list of the intending contestants for the above positions shall only be released after following the due process of inviting nominations for election of Council members from among the members in the Chapters and from all members of the Association, for the VP-III position from among the members of the respective zone and for the position of the Joint Secretary-cum-Treasurer from those members residing in Hyderabad.*
- (iii) *The Chapters in a particular zone from where the Vice President-III has to be elected shall submit their recommendations to the Council. The Council in its wisdom may consider recommending suitable persons even from other than those recommended by the Chapters but within the said zone.*
- (iv) *A circular, keeping the above in view, as approved by the Council shall be issued by the Secretary General in the first week of October every alternate year (i.e., in the year the election is due) to all Council Members and obtain their recommendations for the positions of office bearers specified in (ii) above and 0.5% (half percent) of total strength of existing life members as Council Members to be listed for election.*
- (v) *If any of the Members against whom serious allegations are proved or pending or construed to be ineffective in his responsibilities related to MEAI activities by the Council or found to be working against the interests of the Association or allegations of criminal charges are pending, such names shall not be recommended. The Secretary General shall tabulate all the recommendations and put up to the Council for its review and after review by council, release the list of the intending contestants for the election.*
- (vi) *The election shall take place by postal ballot / e-voting/ e-mail under the supervision of a Returning Officer appointed by the Council for this purpose. The election of Office Bearers for the positions, specified in (ii) above, and 0.5% (half percent) of total strength of existing life members as Council Members as decided by the Council shall be held every alternate year between 1<sup>st</sup> October and 30<sup>th</sup> November. The results of the election presented by the Returning Officer for electing Office Bearers and the Council Members shall be put up to the Council by the Secretary General for confirmation at least 4 months in advance of the Annual General Meeting. The election results, thus confirmed by the Council, shall come into effect after the approval from General Body on the day of Annual General Meeting. The Annual General Meeting of the Association shall be held every year between 1<sup>st</sup> April and 31<sup>st</sup> July.*
- (vii) *Conducting elections of the Association every alternate year, as specified above, is mandatory.*
- (viii) *The Office bearers specified in No.(ii) above and 0.5% (half percent) of total strength of existing life members as Council Members of the Association for the succeeding term shall be recommended by the outgoing Council at least 6 (six) months in advance before laying down the office, after receiving the written consent of the members. The circular shall be*



issued by the Secretary General in the first week of October every alternate year (i.e. in the year the election is due) to all the Council Members and obtain their recommendations for the positions of Office Bearers and 0.5% (half percent) of total strength of existing life members as Council Members to be listed for election.

- (ix) The AGM of the Chapter shall be held every year between 1st April and 31st July. The Office Bearers and the Executive Committee Members of the Chapter for the following term shall be recommended by the outgoing Executive Committee of the Chapter concerned and the election shall take place by postal ballot **or E-voting/ Email**. Only the members who are falling under the jurisdiction of the Chapter shall participate in the election. A Returning officer shall be appointed by the Executive committee for conducting elections. The Returning Officer shall present the election results for the Office Bearers and Executive Committee to the outgoing Executive Committee. The election results of the Chapter shall be approved by the General Body of the respective Chapter in the AGM after getting confirmed by the Executive Committee.
- (x) Conducting elections of the Chapters every alternate year is mandatory. All those Chapters that are not following the bye-laws of the Association and not conducting the mandatory elections shall be de-notified and the office bearers and executive committee members shall be disqualified. The concerned Vice President of the zone responsible for overseeing the functioning of the Chapter shall appoint a temporary Chairman and Secretary of the Chapter in consultation with its members and conduct the elections within 6 months of such temporary appointment, to choose the new Chairman, Vice Chairman, Secretary, Jt. Secretary, Treasurer and the Executive body.
- (xi) The term of office of the Council of the Association and Executive Committees of the Chapters shall be for two years.
- (xii) No Office Bearers and nominated/ co-opted members of the Council are eligible for election for more than one term for the same position, while the elected Council Members shall not be eligible for more than two consecutive terms.
- In the case of Chapters, no Office Bearer and the Executive Committee member shall be eligible for election for the same position for more than two consecutive terms.
- (xiii) In case of vacancy of an Office Bearer arising out of resignation, cessation of employment, death or any other reason, the President may nominate any person amongst the Council Members to officiate in the vacancy, so caused, for the remaining term of office and may get it approved by the Council at the next Council Meeting.
- In case of Chapter, the Chairman may nominate any person amongst the Executive Committee Members to fill the vacancy for the remaining term of office and may get it approved by the Executive Committee at the next Committee Meeting.
- (xiv) The Council may approve of postponing elections of the Association for a maximum of two months period under extra-ordinary circumstances. However, such a resolution to postpone the elections of the Association shall be supported by at least 3/5 (three-fifth) of the total Council Members present in the Council Meeting called exclusively for considering this issue.



Similarly, the Executive Committee may approve of postponing the Chapter's elections for a maximum of two months period under extra-ordinary circumstances. Such a resolution shall be supported by at least 3/5 (three-fifth) of the Executive Committee Members present in an Executive Committee Meeting called exclusively for considering this issue. The resolution shall be communicated to the Council at least two months in advance.

- (xv) In the event of the Council not conforming to the set Rules and Regulations regarding the conducting of elections, a group of at least ten Council Members may collectively request the President, in writing, to call for an Emergency Council Meeting to discuss this particular matter. If the President fails to call such a meeting within 5 (five) weeks of the afore said requisition, the Council Members so desire, may call for the Meeting by themselves and propose Caretaker Office Bearers to conduct the elections. The elected members shall form and constitute the Council.
- (xvi) The Council shall have the general governance and control over its Chapters, for their effective functioning. Any Chapter, in the event of elections not notified as per the schedule or the elections held found to be not in order, may call for notifying the elections or declare the elections of that Chapter invalid. In the event of any complaint raised/received by at least 3 (three) of the Executive Committee Members of the concerned Chapter, the Council may recommend holding of fresh elections or may take any other appropriate action, it deems fit, to maintain discipline in the functioning of the Association. Any such action proposed by the Council in its meeting shall be adopted only when it gets the approval of at least 15 (fifteen) Council Members present including those who have sent their consent in writing.

- 5. The Association shall not be dissolved except with the consent of 75% (seventy five percent) of the members on the rolls of the Association at an Extra-ordinary General Meeting (EGM) to be convened for the purpose.
- 6. In case of death, resignation, or incapacitation of the President, during his / her term of office, the Vice-President-I shall take over the reigns of the Association for the rest of the term of the President. In case of death, resignation, or incapacitation of the President and the Vice-President-I, the Vice-President-II shall take charge of the President. In case of death, resignation or incapacitation of the President, the Vice-President-I and the Vice-President-II, the Vice-President-III shall take charge as the President. In case of death, resignation or incapacitation of the President and all the three Vice Presidents, the Council shall appoint one of its Members to discharge the functions and responsibilities as that of the President till the new President is elected or resumes office.
- 7. (i) A Chapter of the Association shall be started provided a minimum of 20 Life Members give their consent in writing duly specifying the National Headquarters and jurisdiction of the proposed Chapter to the Council and the Council, in turn, gives its written approval with or without any modification.  
(ii) No Chapter shall be commenced within a radius of 100 km. from the Headquarters of an existing Chapter unless the Council decides otherwise. The Council may approve any such opening of a new Chapter within the said radius in consultation with the existing Chapter.



- (iii) *The Chapter shall obtain a written permission from the Council if the Executive Committee Members are to exceed five.*
  - (iv) *The first team of office bearers and Executive Committee Members of a Chapter shall be elected by the members who have opted for the new Chapter and shall hold office for two years.*
  - (v) *The term of office of Office Bearers and Executive Committee Members of a Chapter shall be for two years.*
- 8.** *The Committees shall be formed by the Council from amongst the Council Members for specific purposes to ensure smooth functioning of the Association. In case of need, the Council may co-opt other members also in the committees. The term of office of such committees shall be decided at the time of their formation and in any case shall not be for more than 2 years or the term of office of that particular Council whichever is less. The subsequent Council elected to office may either extend the term of the existing committees or may constitute fresh committees depending upon the need.*
- 9.** *For the effective functioning of the Association, the Council may appoint such person or persons and on payment of such remuneration / honorarium with such designation as may deem fit and fix up such duties and responsibilities.*
- 10.** *For the effective functioning of the Association, the Chapters are grouped into four Zones viz North, South, East and West, duly specifying the Chapters under each zone from time to time. The Council may entrust the responsibilities to the Vice Presidents Zone-wise for effective functioning of the Chapters under respective Zone.*  
*The Council shall review the performance of the Chapters particularly the non-performing ones through the concerned Vice President and through him initiate the corrective action. The Vice Presidents shall strive for the good functioning of the Chapters in their respective zones by periodic reviews and report to the council from time to time.*  
*Further, the Council may, as deemed necessary, also entrust specific responsibilities to any or all Vice Presidents or any Council Member for effective functioning of the Association.*
- 11.** *No act or decision of the Council/Executive body shall be invalidated merely because of existence of vacancy/ vacancies either in the Council or in the Executive Committee.*

## **RULE - 7**

### **FUNCTIONS AND POWERS OF THE COUNCIL**

- 1.** *To manage and control all internal and external affairs of the Association.*
- 2.** *To suggest and adopt ways and means for the general progress and healthy growth of the Association.*
- 3.** *To frame or alter the Rules & Regulations of the Association, as and when necessary, for its efficient administration consistent with its philosophy.*



4. To form Committees within its own body, with powers to co-opt other members, for any special purpose or for performing any special duties.
5. To do all such acts and exercise all such powers, as may be deemed fit, expedient or proper for securing, maintaining or propagating any of the objectives of the Association.
6. To recommend Office Bearers and Council Members for the next term, conduct elections, finalize the elected list of Office Bearers and Council Members to place for General Body's approval/ ratification.
7. To appoint "Secretary General", staff etc. and fix their remuneration for smooth functioning of the Association.
8. To exercise general control and supervision of the Chapters under each Region through the respective Vice-President who is also the Ex-officio member in the Executive Committee of the Chapter.
9. If any Council member has not attended three consecutive council meetings, without leave of Absence granted, such a member shall cease to continue to be a member of the Council.

## **RULE - 8**

### **POWERS AND DUTIES OF OFFICE BEARERS**

#### **1. (a) Powers and Duties of the President**

The President shall be the Chief Executive of the Association and shall preside over all the Meetings/ Events of the Association and of the Council where he / she is present. The President shall generally look after the affairs of the Association and the Council and shall see that the Association and the Council function in the manner as laid down in this Constitution. The President shall normally be guided by the Council. The President should ensure that proper accounts of the finances of the Association are maintained and audited every year before the AGM is held.

In the absence of the President, the Vice-President-I shall discharge the same functions and responsibilities as that of the President.

#### **(b) Powers and duties of the Vice Presidents**

The Vice Presidents are ex-officio members in all the Chapters falling in their respective zones and are responsible for their good functioning. They shall ensure that proper accounts of the finances of the Chapters in their zones are maintained and audited every year before the AGM is held. They shall also be responsible for overseeing the functioning of the Chapters in their zones and shall appoint a temporary Chairman and Secretary of the Chapter in consultation with its members and conduct the elections within 6 months of such temporary appointment, to choose the new Chairman, Vice Chairman, Secretary, Jt. Secretary, Treasurer and the Executive body, and duly bringing it to the notice of the Council for its approval.

#### **2. Powers and Duties of the Chairman**

The Chairman shall be the Chief Executive of the Chapter and shall preside over all the meetings of the Chapter where he / she is present. The Chairman shall generally look after the affairs of the Chapter and the Executive Committee and shall see that the Chapter and the Executive Committee function in a manner laid down in this Constitution. The Chairman shall also be responsible for



any work that may be entrusted by the President. The Chairman shall normally be guided by the Executive Committee. The Chairman should ensure that proper accounts of the finances of the Chapter are maintained and audited every year before the AGM is held.

The Chairman should ensure that proper accounts of the finances of Seminars / Workshops / any other similar activities organized by the Chapter are maintained and audited within two months of organizing the same. These accounts should be incorporated in the Chapter's annual audited accounts.

In the absence of the Chairman, the Vice-Chairman shall discharge the same functions and responsibilities as that of the Chairman.

### **3. Powers and Duties of the Secretary General**

The Secretary General shall be the principal Office Bearer of the Association and shall be responsible for proper and efficient management of the administrative matters of the Association. The immovable properties of the Association shall be under the charge of the Secretary General. The Association shall be sued in the name of the Secretary General in the Court of Law. His duties inter-alia shall be:

- (i) to conduct the correspondence of the Association and of the Council, sign all notices, papers, and letters emanating from the Association, and carry on all other secretarial work of the Association subject to the direction and control of the President and the Council.
- (ii) to invite members to act on Committees or Sub-Committees on the advice of the President subject to confirmation of the same in the next Council Meeting.
- (iii) to take and circulate the minutes of the proceedings of all the Meetings of the Council and the Association.
- (iv) to co-ordinate the activities of the Chapters.
- (v) to discharge such other functions and responsibilities as are generally or specifically assigned to him / her under this Memorandum and Rules & Regulations or Rules & Regulations and Bye-laws framed from time to time and / or entrusted to him / her by the President and the Council.

### **4. Powers and Duties of the Secretary**

The Secretary shall discharge all the functions and responsibilities pertaining to the Chapter in a manner similar to that of the Secretary General subject to the guidance and control of the Chairman and Executive Committee of the respective Chapter.

### **5. Powers and Duties of Joint Secretary-cum-Treasurer**

- (a) *Powers and Duties of Joint Secretary-cum-Treasurer in Council*

The Joint Secretary-cum-Treasurer shall generally assist the Secretary General in the efficient discharge of his / her duties and responsibilities and in his / her absence for any cause whatsoever, shall be responsible for carrying out all his / her duties and responsibilities, as herein mentioned before. He / she shall be responsible for the proper maintenance of accounts under the guidance of the Secretary General.



- (b) *Powers and Duties of Joint Secretary in Executive Committee of the Chapter*  
*The Joint Secretary shall generally assist the Secretary of the Chapter, in the efficient discharge of his / her duties and responsibilities and in his / her absence for any cause whatsoever, shall be responsible for carrying out all his / her duties and responsibilities, as herein mentioned before.*
- (c) *Powers and Duties of Treasurer in Executive Committee of the Chapter*  
*He / she shall be responsible for the proper maintenance of accounts of the Chapter under the guidance of the Secretary.*

## **RULE - 9**

### **MEETINGS**

1. (a) *The Annual General Meeting (AGM) of the Association shall be held as soon as possible but after 1st April and before 31<sup>st</sup> July every year for the presentation of the Annual Report, adoption of annual audited accounts, disposal of other businesses and for the installation of the new Office Bearers of the Association and the Council Members elected once in two years.*  
*Similarly, the Annual General Meeting (AGM) of the Chapters shall be held, as specified above.*
- (b) *Any Extra-ordinary General Meeting (EGM) may be called for at short notice giving at least 2 (two) weeks' time in advance for any specific purpose.*  
*Similar procedure shall be followed for the Chapters.*
2. (a) *General Meeting of the Association will be convened whenever there is business requiring the collective opinion of all the members of the Association on any matter of importance or for discussing any other matter as the Council may decide.*  
*Similarly, General Meetings of the Chapters will be held, as the Executive Committees may decide.*
- (b) *General Meetings of the Association shall be held at least once in a year, preferably at different places as far as possible.*  
*Similarly, General Meetings of the Chapters shall be held, as specified above.*
3. *Council Meetings shall be held as far as possible, at least once in three months to dispose of the ordinary business of the Association. The meeting will be convened by the Secretary General in consultation with the President or the Vice Presidents. In the absence of the President or the Vice Presidents, the meeting shall be presided over by a Council Member elected for the purpose by the members present.*  
*Similarly, Executive Committee Meetings and Students Chapter Committee Meetings shall be held as far as possible at least once in three months for the purpose specified above.*
4. *Emergency Meetings may be called for whenever there is any matter requiring the immediate attention of the Council / Executive Committee / Students Chapter Committee even at a short notice.*



5. (i) *1/3 (one-third) of the total members on the rolls in a General Meeting, 10 (ten) in a Council meeting and 5 (five) in an Emergency Council Meeting shall form the quorum.*
- (ii) *For the Chapters, 1/3 (one-third) of the total members on rolls in a General Meeting, 5 (five) in an Executive Body (including office bearers) Meeting and 3 (three) in an Emergency Executive Body (including office bearers) Meeting shall form the quorum.*
- (iii) *For Students Chapter Committee Meetings 3 (three) members including office bearers shall form the quorum.*

*If the required quorum is not present in Annual General Meeting/ Extra-ordinary General Meeting, the meeting may be adjourned for half an hour. Reconvene the meeting after a gap of half an hour to transact the usual business even without required quorum being present.*

*At least one Office Bearer shall be present in all such meetings.*

6. *Notice of all General Meetings, Council Meetings shall be given to the members by post or by any other means, at least 3 (three) weeks in advance to the last recorded postal address or contact email id. Notices of Emergency Council Meetings shall be given by any convenient means at least 2 (two) days in advance.*

*Similar procedure shall be adopted in the case of Chapters.*

7. *Non-receipt of notice, so sent, by any member shall not invalidate the proceedings of that meeting.*

8. *10 (ten) members of the Council or 1/3 (one-third) members on the rolls of the Association may requisition in writing, a Council Meeting or General Meeting of the Association respectively. Five Executive Committee (including office bearers) Members or 1/3 (one-third) members on the rolls of the Chapter may requisition an Executive Committee Meeting or General Meeting respectively of the Chapter.*

*If such meetings are not called for within 5 (five) weeks of the aforesaid requisition, the members so desirous can call for a meeting by themselves.*

## **RULE - 10**

### **FUNDS MANAGEMENT**

1. *The Committee on Finance constituted by the Council from time to time shall plan, supervise and control the funds management of the Association.*
2. *The Jt. Secretary-cum-Treasurer of the Association shall keep proper accounts of all receipts and disbursements of the Association under the overall supervision of the Secretary General and shall make them available in the office during office hours for inspection by members after duly giving sufficient notice in advance.*

*Similarly, the Treasurer of the Chapter shall maintain the accounts, as specified above under the overall supervision of the Secretary.*



- 3.** *The details of receipts and payments and the bank balances for the quarter shall be placed before the ensuing Council Meeting.*

*Similarly, in case of the Chapters (including student chapter), the details as specified above shall be placed before every Executive Committee Meeting of the Chapter.*
- 4.** *The Jt. Secretary-cum-Treasurer shall be in-charge of the funds of the Association and is authorized to maintain an imprest amount not exceeding Rs. 10,000/- (Rupees Ten Thousand only). The funds of the Association shall be deposited in any one or more scheduled banks. The bank account (s) shall be operated by the President, the Secretary General and the Jt. Secretary-cum-Treasurer jointly. Any withdrawals from the bank can be made under the joint signatures of two - either the President or the Secretary General and the Jt. Secretary cum Treasurer.*

*Similarly, in case of Chapters, Treasurer of the Chapter shall be in-charge of the funds of the Chapter and may retain with him any amount up to Rs. 5,000 (Rupees five thousand only). The funds of the Chapters shall be deposited in any one or more scheduled banks. The bank account(s) shall be operated by the Chairman, the Secretary, the Jt. Secretary and Treasurer jointly. Any withdrawals from the bank can be made under the Joint signatures of two - the Chairman or the Secretary or the Jt. Secretary and the Treasurer. The same authorised signatories of the Chapter shall also operate the bank accounts maintained, if any, on behalf of the Student Chapter.*
- 5.** *There shall be maintained all accounts of the Association regularly. Every year the accounts shall be closed by 31<sup>st</sup> March and the Income Tax Returns shall be filed every year on or before the due date.*

*The accounts of the Association shall be audited annually by qualified Chartered Accountants or Firm / LLP of Chartered Accountants appointed by the General Body and such audited statement of accounts shall be adopted annually in the General Meeting of the Association after confirmation and approval from the Council. However, un-audited half-yearly accounts shall be placed before the next immediate Council Meeting.*

*Similarly, the Chapters shall follow the same procedure. Further, the Chapters shall send the un-audited half-yearly accounts and the annual audited accounts to the Head Quarters before 31<sup>st</sup> October and 30<sup>th</sup> April respectively for consolidation and submission to the statutory authorities. This is mandatory and the Chairman and the Secretary of the concerned Chapter are directly responsible for this.*
- 6.** *The funds of the Association shall be applied towards the fulfilment of the objects of the Association and systematic accounts shall be maintained. Similarly, the Chapters shall follow the same procedure.*
- 7.** *The accounts of the finances of Life Member Trust Fund or any such Fund shall be maintained at the National Headquarters and audited by qualified Chartered Accountants or Firm / LLP of Chartered Accountants every year and the audited accounts shall be confirmed and approved*



by the Council before seeking adoption of the same from the General body in the AGM of the Association.

8. Accounts of the finances of Seminars / Workshops / any other similar activities organized by the Association are to be properly maintained as a separate account and within three months of organizing the same, unaudited account shall be placed before the next immediate Council Meeting for confirmation.

Similarly, the Chapters shall maintain separate accounts for seminars, workshops and any other similar activities organized by the Chapters (including Student Chapters), and within three months of organizing the same, unaudited account shall be placed before their next immediate Executive Committee Meeting for confirmation and shall send the same to the National Headquarters within 15 (fifteen) days after the Executive Meeting.

Further, an amount equal to 25% (twenty five percent) of the net savings or the percentage specified by the Council from time to time, has to be transferred to the Head Quarters along with the unaudited accounts Confirmed by Executive Committee. However, the same is not applicable in connection with activities of the Student chapter.

9. In the event of non-conformity of the above rules related to the fund's management, the Council at its own discretion may initiate disciplinary action, it seems fit to set and maintain the financial discipline by the Chapters.

Such resolutions related to financial discipline shall be approved by at least 3/5 (three-fifth) of the Council Members present in the Council Meeting.

Submission of audited accounts on time is mandatory for the Association as well as the Chapters.

10. In case the income of a Chapter in any accounting year is less than Rs. 3.00 Lakhs (Rupees three lakhs only) or savings less than Rs. 30,000 (Rupees thirty thousand only), the accounts of the finances of the Chapter may be verified and certified by the Executive Committee itself under the direct supervision of the Chairman and a summary of the certified accounts shall be submitted to the Council for confirmation.

11. The funds of the Association or Chapters shall be invested in Government Securities or any other safe instruments, which will give safe and higher returns in conformity with the Memorandum of the Association. The management of the funds by the Association and the Chapters shall be in conformity with the prevailing laws of the Nation and shall strictly adhere to the rules of the financial discipline.

The President of the Association/ Chairman of the Chapter/ Mentor of the Student Chapter and Managing Trustees of the LMTF/ Managing Trustee of MEAI-SME and any other such fund shall be responsible for proper maintenance of correct records of the accounts of the respective funds and deal with the relevant Government agencies.



12. All the movable and immovable properties acquired by MEAI or its Chapters anywhere in the Country or abroad shall lie and duly got Registered only in the name of Mining Engineers' Association of India. Any acquisition of fixed assets by the Student Chapter shall be held in the name of the affiliated Chapter and not otherwise.

## **RULE - 11**

### **DISSOLUTION OF THE ASSOCIATION**

1. The Association formed shall be irrevocable. In the event of the Association proposed to be dissolved, the matter should be determined by not less than 75% (seventy five percent) of the members on the rolls of the Association in a General / Extra-ordinary General Meeting called for the purpose. All necessary steps shall be taken for the disposal and settlement of the property of the Association, its claims and liabilities in accordance with the Rules of the Association applicable thereto, if any, as the Council shall find expedient, provided that, in the event of any dispute arising among the members of the Association, the adjustment of its affairs shall be referred to the principal court of original jurisdiction of the district in which the main/ permanent office of the Association is situated and the court shall make such order in the matters as it shall deem requisite.
2. Upon dissolution of the Association, its assets remaining as on the date of dissolution shall under no circumstances be distributed among the members of the Council / Executive Committee / Student Chapter Committee of the Association but the same shall be transferred to another charitable Trust/Society/Association/Company / Government Body whose objects are similar to those of this Association and which enjoys recognition U/s. 12AA or 12AB &/or 80G of the Income Tax Act, 1961, as amended from time to time.
3. Any Chapter, if found supported by less than 20 (twenty) Life members from their region or the Office Bearers as well as the members are not behaving in a congenial manner so as to maintain the prestige and further, the growth of the Association, may be dissolved by a resolution of the Council and the members belonging to that Chapter shall be attached either to nearby Chapters or general pool as per the choice of the individual member concerned. Such a resolution shall be confirmed by at least 1/3 (one-third) of the total strength of the Council and approved by at least 2/3 (two-thirds) of the members present in the General Body Meeting.

## **RULE - 12**

### **SOURCES OF INCOME AND UTILISATION**

The sources of income of the Association are the admission fee, the registration fee, the certificate fee, and the membership fee of various categories, subscriptions to Mining Engineers' Journal (MEJ) and such other publications, surplus amounts generated from conducting seminars/conferences/workshop/training, sale of souvenirs, technical consultancy services and publications of the Association, income (interest) from LMTF and such other Trust Funds, rent from the buildings of the Association, gifts, donations and such other grants, received from time to time from the Government, Public bodies, Corporations, Industry etc., for the furtherance of the objectives of the Association.



The funds and the income of the society shall be solely utilised for achievement of the objects of the Association and no payment shall be made to the members by way of profit, interest, dividends etc.

The funds of the society shall be invested in the modes specified under the provisions of section 13(1)(d) r.w.s.11(5) of the Income tax Act, 1961, as amended from time to time.

## **RULE - 13**

### **REPORTS AND TRANSACTIONS**

- I. (a) Transactions of the Council and reports, if any, may be printed annually, if considered necessary and distributed amongst the members and they shall contain the details of the activities of the Association during the year along with brief description of the excursions, technical papers, important correspondence, annual audited accounts etc.
- (b) Transactions and reports shall be compiled by the Secretary General.

## **RULE - 14**

### **AMENDMENT OF THE RULES**

No amendment to any provision of the Memorandum & Rules and Regulations of the Association shall be effective unless approved in the Council and there after approved by at least 50% of the members present in a General Meeting.

Also, no amendments to the Memorandum/ Rules & Regulations shall be made which may prove to be repugnant to the provisions of sections 2(15), 11, 12 & 13 and 80G of the Income tax Act, 1961, as amended from time to time.

## **RULE - 15**

### **POWERS AND FUNCTIONS OF THE GENERAL BODY**

The General Body of the Association shall be empowered to pass the budget, annual report and adopt the audited statements of accounts, to appoint-Chartered Accountants or Firm / LLP of Chartered Accountants, to amend the Constitution, to approve honorarium / salaries to part time and / or fulltime employees of the Association and to approve & accept & ratify the election results of Association and also of the chapters and the Office Bearers and other Executive Committee members of Chapters and the Council Members of the Association.

Similarly, the General Body of the Chapters shall exercise all those powers that are enjoyed by the General Body of the Association with respect to their concerned Chapter except that of amending the Constitution of the Association.

## **RULE - 16**

### **THE LIFE MEMBER TRUST FUND (LMTF)**

- I. The Life Member Trust Fund (LMTF) of the Association was formed on 1-2-1995 at Tirunelveli, Kattabomman District, Tamilnadu to serve the interests of Life Members and Life Institutional Members. The fee collected from the Life members and Life Institutional Members shall be distributed as below:



- (1) 25% (twenty five percent) of the total fee will be retained by head quarters
- (2) 25% (twenty five percent) of the fee will be passed on to the concerned Chapters
- (3) Balance 50% (fifty percent) will be deposited with the Life Member Trust Fund (LMTF)

All the fee collected from the members shall be forwarded along with the membership applications by the Chapters to National Headquarters, except the membership amounts paid by Student Members. The National Headquarters will calculate the amount due to concerned Chapters and forward to them once in six months, while forwarding the amount to LMTF.

2. The LMTF is managed by a team consisting of a Managing Trustee and three trustees, nominated by the Council. The President and Secretary General shall also be the members of the Trust (Trustees) during their term of office. The term of office of the Managing Trustee and other trustees shall be for a period of four years from the date of assuming the office. The Managing Trustee and the Trustees are responsible to the Council.
3. The accounts of the finances of LMTF shall be efficiently maintained and managed by the Managing Trustee with the support and collective wisdom of the Trustees and shall be audited annually. The abstract of accounts of LMTF shall be presented to the Council in all its Council Meetings. The audited accounts of LMTF shall be confirmed by the Council before they are presented to the General body during the AGM for its adoption.
4. The funds shall be invested in such Government securities or bank deposits by the Trust so as to ensure highest safety of the funds and also earn maximum returns.
5. The Managing Trustee shall file Tax Returns as per the prevailing tax laws of the land. The Managing Trustee may engage a tax consultant as and when required at a remuneration approved by the Council for this purpose.
6. The Managing Trustee shall deposit the interest accrued from the investments with the Council in two half-yearly instalments. The Council shall share the balance amount from this income equally with the Chapters after the deduction of expenses incurred on account of printing and forwarding the Association's MEJ to the members. The income share of each Chapter shall be decided on proportionate basis depending upon the membership fee deposited by each Chapter at the time of approval of memberships.
7. The Council shall ensure that the funds are utilized by the Council as well as the Chapters for the benefit of the members of the Association. The surplus funds may be utilized by the Council or Chapters for any other purpose such as, construction of office building, acquisition of land, purchase of library books, organizing the training programmes, instituting scholarships to brilliant needy students etc., only on getting approval from the Council. Approval sent by members by



post or email shall also be considered for this purpose. In case of Student Chapters, the affiliated chapter shall direct the utilisation of surplus funds for the benefit of Student Chapter.

## **RULE - 17**

### **USE OF EMBLEM AND OFFICIAL SEAL**

1. *The Emblem and Official Seal of the Association shall be used in all the documents concerning the Association. The discretion of use of the same shall vest in the Council of the Association.*
2. *As the Emblem is the proprietary trade mark of the Association, it shall be used only for the purpose of the activities connected with the Association.*
3. *The Official Seal shall remain under the custody of the Secretary General and the Chairmen or the Secretaries of the Chapters.*

## **RULE - 18**

### **ANNUAL AWARDS**

1. *The annual Awards are presented to an individual or a group of individuals or mine/ mines or industry for the meritorious services rendered by them in specified fields of Mining and Mineral Industries by which the society at large and the mining industry in particular derive benefit. These awards are instituted in the name(s) of individual(s) or organizations on receiving an accepted sum of donation from the concerned.*
2. *The award value is spent from the income generated from the donation from the organization/ individual, which is deposited in a scheduled bank or in other securities or on the assurance in writing from the individual/ organization who have instituted the award, that the amount to be spent on presenting the award would be provided by the organization/ individual either in cash/ kind every year before the AGM, if the donation amount for instituting the award is not donated/ deposited with MEAI.*
3. *Some awards are also instituted by the Association. Each award is governed by its own bylaws as approved by the Council and ratified by the General Body of the Association.*

### **A. AWARDS SPONSORED BY ORGANIZATIONS / INDIVIDUALS**

#### **1. General Rules applicable for all Awards**

- (1) *The awards are presented by MEAI from the donations/ assurances from the organizations/ individuals who instituted the awards indicating the name of the donor.*
- (2) *The awards are normally presented to the members of the Association who contributed significantly to different aspects of mining and mineral industries. However, qualified and eligible non-members who contributed memorable services to the growth of the Mining and Mineral Industries may also be considered depending upon merit.*
- (3) *The awards are presented during the Annual General Meeting organized every year.*
- (4) *Nominations for the awards from the individuals as well as Chapters shall be invited well in advance, at least 4 months before conducting the AGM.*



- (5) The nominations from the individuals in the prescribed proforma in a soft / hard copy may be sent directly to the Secretary General, MEAI.
- (6) The Awards shall be finalized by Selection Committees consisting of not more than 5 members headed by the President of the Association.
- (7) The Selection Committees consisting of not more than 5 members shall be constituted by the President of the Association.
- (8) The Selection Committee may decide the award in favour of one or more candidates.
- (9) In case the Selection Committee feels that the standard of the papers received is not up to the mark, the award may not be given to any one for that year and the award is carried over to the next year. The Selection Committee may decide to give two awards to two different persons (one for the previous year and the other for the current year) during the succeeding year.
- (10) The nominations should be forwarded to the Secretary General, Mining Engineers' Association of India before the stipulated date and the Secretary General shall forward them to the respective members of the Selection Committee.
- (11) Nominations received after the stipulated date shall not be considered.
- (12) No travel expenses shall be reimbursed to the candidates. Life time achievement awardees shall be entitled for return travel expenses to receive the Award.
- (13) The nominations and the enclosures for the awards should be forwarded in four sets along with their bio-data and two recent photographs.
- (14) A person, who received a particular award once, will not be considered for the same award during the subsequent years.
- (15) The general reputation of the candidates applying for the award, in MEAI and the mining community will be taken into consideration while finalizing the awards.
- (16) The Application Format for the Awards is given in **ANNEXURE – V**.

## 2. List of Awards

- (1) MEAI – Sitaram Rungta Memorial Award
- (2) MEAI – NMDC Award
- (3) MEAI – SIMMINDS Award
- (4) MEAI – Smt. Bala Tandon Memorial Award
- (5) MEAI – Abheraj Baldota Memorial Gold Medal Award (Mining Engineer of the year)
- (6) MEAI – Abheraj Baldota Memorial Gold Medal Award (Young Mining Engineer of the year)
- (7) MEAI – SRG Information Technology Award
- (8) MEAI – Smt. Gullapalli Sarala Devi Memorial Award (Lifetime achievement by a Mining Engineer)
- (9) MEAI – Master Tanay Chadha Memorial Geologist Award



- (10) MEAI – Smt. Veena Roonwal Memorial Award
- (11) MEAI – Smt. Kiran Devi Singhal Memorial Award
- (12) MEAI - Best paper on Eco-friendly Mining Instituted by Dr. M.L. Jhanwar
- (13) MEAI – SCCL Award

(Bye-laws governing the above awards are given in **ANNEXURE-VI**)

## **B. MEAI AWARDS**

### **I. General rules**

- (1) MEAI on its own and by itself institutes awards, as felt necessary by the Council from time to time, for the well-being and growth of the Association.
- (2) The Selection Committee, to finalize the candidates eligible for receiving the awards consists of a Former President of MEAI, the Secretary General and the Jt. Secretary cum Treasurer of MEAI under the Chairmanship of the President, MEAI.
- (3) Identified candidates to receive the awards are intimated by the Secretary General in advance before organizing the AGM.
- (4) Applications received after the stipulated date shall not be considered.
- (5) The awards will be presented during the AGM.
- (6) All the awardees except MEAI Life time Achievement Awardee, attending the AGM for receiving the awards will not be paid any traveling allowances for their journey to the place of AGM and back.
- (7) The awards consist of mementos/medals and certificates.
- (8) The expenditure on all the awards instituted by MEAI shall be met from the funds of the National Head Quarters.

### **2. List of awards**

- (1) MEAI – Best Chapter Award
- (2) MEAI – Membership Development Award
- (3) MEAI – Life Institutional Membership Development Award
- (4) MEAI – Special Award for enrolling maximum Life Members.
- (5) MEAI – Special Award for launching/ reviving a Chapter
- (6) MEAI- Lifetime achievement award
- (7) MEAI – Best Student Chapter Award

(Bye-laws governing the above awards are given in **ANNEXURE-VII**)

All these Awards involve the performance of the Student Chapters, Chapters and enrolment of Life Institutional Members and Life Members. The National Headquarters, which monitors all the Chapters' performances and maintain statistics on the enrolment of members under different Chapters, may continue to finalize awards by appointing a Selection committee as indicated under Rule 18 C (1) 2.



## **RULE - 19**

### **GENERAL**

#### **i. Area of Operation**

*The area of operation of the Association in general is limited to India.*

#### **ii. Jurisdiction**

*Only an appropriate Court in Hyderabad shall have jurisdiction to adjudicate any dispute between the Association and a member of any class involving interpretation or operation of the Rules, Regulations, Laws and Bylaws of the Association and the decisions of the Council.*

#### **iii. Indemnity**

*Each of the Office Bearers and members of the Council shall be indemnified out of the funds of the Association to such extent, as the Council shall approve from and against such costs, charges, damages and expenses as he / she may sustain by reason of his / her acting in the execution of the duties or powers imposed upon or given to him / her by the Association/ Chapter or under the Bylaws.*

*Each member of the Council and the Executive Committee of the Chapter and the Student Chapter Committee shall not be accountable and shall not incur any personal liability in respect of any loss or damage incurred through any inadvertent act, matter or thing done, with the authorization from the Council/ Executive Committee/ Student Chapter Committee of the Chapter or suffered, while discharging the duties in good faith for the benefit of the Association, although in excess of his legal powers or incurred any omission/ error of judgment or oversight on his / her part.*



## ANNEXURE - I

### RULES AND REGULATIONS FOR STUDENT CHAPTER

#### RULE - 1

##### ELIGIBILITY TO BECOME A MEMBER

**(a) Student Member (SMMEAI)**

Any student studying at not below the level of the third year in a recognized Institution or University in a diploma or graduate course of mining or any other branch of engineering or at entry level in post-graduate course in geology or applied geology or computer science or equivalent can be enrolled as a Student Member.

**(b) Provisional Member (PMMEAI)**

A degree holder student member after completion of his / her studies can be considered as a Provisional member for a period of 2 (two) years till they become Annual / Life Members, whichever is earlier. Diploma holders in mining & allied disciplines or post-graduate degree holders in geology and allied courses working in the mining and allied industries till they acquire 3 (three) years of experience or till they become Annual / Life Members, whichever is earlier could also be considered for Provisional Membership. The provisional membership shall be with the chapter to which his/her Student chapter was affiliated when the person was a student member.

#### RULE - 2

##### MANAGEMENT AND ADMINISTRATION

- (a) A Student Chapter of the Association shall be started provided a minimum of 25 eligible students give their consent in writing duly specifying the nearest Chapter or National Headquarters along with details of students, disciplines, name of college/university, interests, college/university the proposed Student Chapter to the Executive Committee of the nearest Chapter and the Executive Committee of the nearest chapter shall, in turn, gives its written approval towards the formation of Students Chapter with intimation to the HQs.
- (b) The Vice Chairman in the absence of Chairman of the Chapter shall nominate one person from the Executive Committee to act as the Mentor to take care of affairs of the Student Chapter formulated and affiliated to the respective Chapter. The Executive Committee at its discretion may nominate more than one person amongst its members to act as Mentors in case of multiple Student Chapters formed and affiliated to the Chapter.
- (c) The management of the Student Chapter vests with the Student Chapter Committee. The Office Bearers of the Student Chapter shall consist of Convenor, Co-convenor & Mentor.
- (i) Two nominated students from the student chapter by the affiliated Chapter Executive Committee on the recommendation of the Mentor.
- (ii) Two Faculty member of the College or University to which the student chapter belongs to and nominated by the affiliated Chapter Executive Committee on the recommendation of the Mentor.
- (d) The Student Chapter Committee shall be formed on nomination basis under the supervision of the Mentor and approved by the respective Chapter.



- (e) The nomination of Office Bearers (other than Mentor) can be decided by the Executive Committee of the respective affiliated chapter. Nomination for the post of Convenor, Co-convenor, and two students to form the Student Chapter Committee may be decided on the basis of academics, participation in extracurricular activities, position held in the College / University etc.
- (f) The term of the Student Chapter Committee shall be for one year. For graduate students, it is desirable to have final year (seventh semester) student as Convenor and the third year (fifth semester) student as Co-convenor so that the Co-convenor shall become the Convenor when the nominated / incumbent Convenor completes their graduation. New Co-convenor could be nominated by the affiliated Executive Committee of the Chapter in consultation with the Mentor.
- For diploma students, Convenor and co-Convenor could be from final year batch, and after one-year new convenor and co-Convenor shall be nominated by the affiliated Executive Committee of the Chapter in consultation with the Mentor.
- In case of Postgraduate (PG) degree students the final year students to be nominated as Convenor and the first year or pre-final year students are to be nominated as Co-Convenor of that PG College / University, so that on completion of studies by the incumbent Convenor and passing out of such PG college/university, the Co-Convenor shall become the Convenor when he enters final year and the new Co-Convenor could be nominated by the affiliated Executive Committee of the Chapter in consultation with Mentor.
- (g) Two more student members to the Student Chapter Committee shall also be nominated by the affiliated Executive Committee of the Chapter in consultation with the Mentor for a term of one year from amongst the eligible student members and preferably these should be from the final year. After one year two new students shall be nominated by the affiliated Executive Committee of the Chapter in consultation with Mentor along with Co-convenor &/ or Convenor, as the case may be.
- (h) Up to Two Faculty members shall be nominated by the affiliated Executive Committee of the Chapter in consultation with Mentor depending on the criteria (viz., seniority, professional achievements, MEAI membership, Membership of other professional bodies, papers presented, etc.) decided by the affiliated Executive Committee of the Chapter. The faculty members may be re-nominated for subsequent terms.
- (i) In case of vacancy of post of Convenor due to death/resignation/shifting of college, etc. then the Co-Convenor shall act as Convenor for the remaining term.
- In case of vacancy of post of Co-convenor due to death/resignation/shifting of college, etc. then one of the two student members of the Student Chapter Committee shall be nominated by Mentor for the remaining term.
- In case of vacancy of student members to the Student Chapter Committee then the Mentor shall nominate student member/s to such vacancy for the remaining term.
- In case of vacancy of faculty members, the Mentor shall identify and nominate other suitable Faculty members for the remaining term of the Student Chapter Committee.

### **RULE - 3**

#### **DUTIES OF STUDENT CHAPTER COMMITTEE**

- (a) The Mentor shall act as a bridge between the affiliated Chapter and the Student Chapter



and he shall act as a nodal officer of the Student Chapter and guide the students in taking initiative in conducting developmental programs, student events, quizzes, etc.

- (b) The two Faculty members nominated to the Student Chapter Committee shall act as advisors to the Student Chapter and guide the students in conducting events, training, seminars, workshops, quizzes, etc.
- (c) The Convenor shall pro-actively engage in arranging for training to students to enhance their skills and coordinate between teachers/college and Mentor.
- (d) The Co-convenor shall support the Convenor in all the activities decided by the Student Chapter Committee.
- (e) The Student Chapters preferably host a day-long event by involving all student members and the members of the affiliated Chapter by way of conducting training, seminars, workshop, etc.

#### **RULE - 4 MEETINGS**

The Student Chapters may hold Student Chapter Committee Meetings as specified in Rule 9 under Rules and Regulations of the Association. The Student Chapters affiliated to the Chapters could take part in the General Meetings of such affiliated chapters. However, the student members may not have a right to vote on any matter warranting polling of votes in General Meetings either in physical or virtual form.

#### **RULE - 5 FUNDS MANAGEMENT**

Funds of the Student Chapter shall be mobilized by the students out of their own activities by way of obtaining sponsorship, donations, event entry fees, seminar or workshop or training fees, etc. The funds so collected shall be deposited in a bank account maintained by the affiliated chapter. The affiliated chapter shall direct the utilisation of Student Chapter funds for the benefit of student members.

If necessary, the student chapters shall be supported by the affiliated Chapter.

The Mentor of the student chapter shall maintain the account of receipts / income and payments / expenditure of student activities carried out by the student chapter and shall report to the Executive Committee of the affiliated Chapter for incorporation of the same in the respective chapter accounts.

#### **RULE - 6 DISSOLUTION OF THE ASSOCIATION**

A Student Chapter, if found supported by less than 7 (seven) student members from their college / university or the Office Bearers as well as the student members are not behaving in a congenial manner so as to maintain the prestige and further the growth of the Association, may be dissolved by a resolution of the affiliated Chapter Executive Committee and the remaining student members belonging to that Student Chapter, at their option, shall be attached either to nearby Student Chapter or such student chapter dissolved, but their membership shall continue as such so as to become annual or life member of the Association in future and take benefit of the same. Such a resolution shall be confirmed by at

least 1/2 (one-half) of the total strength of the Executive Committee and approved by at least 3/4 (three - fourth) of the members present in the General Body Meeting of the Chapter.





## 7. Experience

Date From To	Name of Organisation & Place of Posting	Designation & Nature of Responsibilities	Short Description of Your Work

## 8. Other Professional Qualifications

## 9. Affiliations to other Professional bodies

S.No.	Name of the Body	Grade of Membership

## 10. Membership Fee payment details:

### DECLARATION

I hereby declare that the information furnished above is correct to the best of my knowledge and belief. If selected I shall abide by the Constitution, Rules, Regulations and Bylaws of the Association and amendments made therein.

Place:

Date:

Signature of the applicant

**(FOR OFFICE USE ONLY)**

Application received on \_\_\_\_\_ Approved on \_\_\_\_\_

Not approved due to \_\_\_\_\_

**SECRETARY GENERAL**

## Qualification and Experience required for membership

### (a) Annual member (AMMEAI) /Life Member (LMMEAI)

A degree or equivalent diploma in mining engineering or mine surveying or any other branch of engineering or post graduate degree in geology or computer science with at least one year's experience in mining and mineral industry after acquiring requisite qualification or any person who is a holder of Manager's Certificate of Competency or a holder of Surveyor's Certificate of competency with 3 years' experience in mining and mineral industry or a holder of diploma in Mining Engineering or any branch of engineering or a post graduate degree in geology or mineral processing or environmental science with 3 years of experience in mining and mineral industry.



### **(b) Student Member (SMMEAI)**

Any student studying at not below the level of third year in a recognized Institution or University in a diploma or graduate course of mining or any other branch of engineering or at entry level in post graduate course in geology or applied geology or computer science or equivalent can be enrolled as a Student member.

Fee and subscription (all in Rupees w.e.f. 01.03.2018)

Subscription for Life Membership (Age)	Amount (in Rupees)	Registration Fee (in Rs.)	Admission Fee (in Rs.)	Certificate Fee (in Rs.)	GST @ 18%	Total Amount (in Rs.)
<b>Less than 45 years</b>	5,000	400	400	200	Rs. 1,080	<b>Rs. 7,080</b>
<b>45 – 60 years</b>	4,000	400	400	200	Rs. 900	<b>Rs. 5,900</b>
<b>Above 60 years</b>	3,000	400	400	200	Rs. 720	<b>Rs. 4,720</b>
<b>Annual Membership</b>	1,000 (yearly payment)	400	400	200	Rs. 360	<b>Rs. 2,360</b>
<b>Student Membership</b>	300	NA	NA	NA	Rs. 54	<b>Rs. 354</b>

### **Check List of Enclosures**

1. Photocopy of proof of date of birth
2. Photocopy of proof of Qualification
3. Two Photographs of 20mm X 20mm size
4. Applicable fee by DD/Banker's cheques/ multi city cheques in favour of "Mining Engineers' Association of India". Payable at Hyderabad in case of DD
5. MEAI Bank details:
  1. Savings bank account in the name of "Mining Engineers' Association of India".
  2. Union Bank of India, Account Number: 037810100028696
  3. IFSC Code: UBIN0803782
  4. Address of Union Bank where MEAI is maintaining account.  
Union Bank of India, Nampally Branch, 5-4-445, Nampally Station Road, Hyderabad, Telangana - 500 001, India.

### **Instructions for filling the application Form**

1. Items 1 to 5 should be filled in Block Capital Letters legibly with the correct PIN code
2. Xerox copies of proof of date of birth and qualification along with two photographs of 20mm X 20mm size should be enclosed. Without these documents' applications will not be considered.
3. Please note that all communications will be sent to the applicant's address as entered in the application form. If there is any change in address, the same should be intimated.
4. The scanned copy of the application form along with requisite documents may be sent to [meai1957@gmail.com](mailto:meai1957@gmail.com)





7. Extraordinary achievements/Publications: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**8. Affiliations to other Professional bodies:**

S.No.	Name of the Body	Grade of Membership

**DECLARATION**

*I hereby declare that the information furnished above is correct to the best of my knowledge and belief. I shall abide by the Association constitution, Rules and regulations. I shall pay the necessary fee as stipulated*

Place:

Date:

**Signature of the applicant**

**(FOR OFFICE USE ONLY)**

Application received on:

Approved / Not approved:

Reasons if not approved:

**SECRETARY GENERAL**

**Eligibility to become Fellow (FMEAI)**

*Any person shall be eligible for enrolment as a Fellow provided that he / she possesses the following qualification, experience and significant achievements:*

*A life member who has put in at least ten years of experience in mining and allied industries holding responsible position in the serving organization with extraordinary achievements through scholarly activities such as publications and achievements in the industry, recommended by at least two council members and approved by the Council.*

**Check List of Enclosures**

1. One Photograph of 20mm X 20mm size to be pasted on top of form.
2. Rs. 10,000/- plus applicable fees by DD/Banker's cheques/ multi city cheques in favour of "Mining Engineers' Association of India". Payable at Hyderabad in case of DD



3. *MEAI Bank details:*

1. *Savings bank account in the name of "Mining Engineers' Association of India".*
2. *Union Bank of India, Account Number: 037810100028696*
3. *IFSC Code: UBIN0803782*

4. *Address of Union Bank where MEAI is maintaining account.*

*Union Bank of India, Nampally Branch, 5-4-445, Nampally Station Road, Hyderabad, Telangana - 500 001, India.*

***Instructions for filling the application Form***

1. *Items 1 to 5 should be filled in Block Capital Letters legibly with the correct PIN code*
2. *Xerox copies of proof of date of birth and qualification along with two photographs of 20mm X 20mm size should be enclosed. Without these documents' applications will not be considered.*
3. *Please note that all communications will be sent to the applicant's address as entered in the application form. If there is any change in address, the same should be intimated.*
4. *The scanned copy of the application form along with requisite documents may be sent to [meai1957@gmail.com](mailto:meai1957@gmail.com)*



## ANNEXURE – IV

### **MINING ENGINEER' ASSOCIATION OF INDIA (APPLICATION FOR INSTITUTIONAL / LIFE INSTITUTIONAL MEMBERSHIP)**

To,  
The Secretary General,  
Mining Engineers' Association of India  
F-608 & 609, VI Floor, 'A' Block,  
Raghava Ratna Towers, Chirag-Ali-Lane,  
Abids, Hyderabad - 500 001, Telangana.

#### **The undersigned is/ are interested in:**

- a) Promoting the cause of the Mining and Allied industries and also those Mining Engineers/ Geo-Scientists/ Allied Engineers associated with the development of the industry for affecting overall development of the country.
- b) In assisting to maintain just and honourable practice in their profession and therefore intends to be enrolled as a member of the Association.

1. Name of the Organization :

Address in full:

Phone (s):

Fax:

Email:

2. Name of the authorized Representative and his designation:

3. Field of Business/Service:

i) Products manufactured

ii) Services

4. Our Special interests are in the following:

5. Our yearly turnover:

6. Introduced by:

Name and Address of Life Member

1)

Signature

Date:

2)

Signature

Signature with stamp

**(To be filled in by the Secretary General)**

Application received on:

Accepted for Institutional membership/Life Institutional membership.

Signature of the Secretary General



### **(RULES 3 (4), H- FOR INSTITUTIONAL/ LIFE INSTITUTIONAL MEMBERSHIP)**

In accordance with rules 3 (4) h the Council may consider admission of Corporate Bodies, Firms, Associations and Institutions under the following terms and conditions:

Any organization or Company or Corporation or Firm related to mining or allied Industries is eligible to enrol as Life Institutional Member for life and is eligible for certain additional privileges.

The following is the schedule of membership fee to enrol Life Institutional Members

The following is the schedule of membership fee plus applicable taxes to enrol as Institutional (IMMEAI) and Life Institutional members.

<b>ANNUAL TURNOVER</b>	<b>FEE YEARLY (IMMEAI)</b>	<b>FEE ONE TIME (LIMMEAI)</b>
up to Rs.2 crores	Rs. 10,000	Rs.50,000
Rs.2.0 crores to Rs.5 crores	Rs. 15,000	Rs.75,000
Rs.5.0 crores to Rs.10 crores	Rs. 25,000	Rs.1,25,000
Rs. 10 crores to Rs. 50 crores	Rs.40,000	Rs. 2,00,000
Rs. 50 crores to Rs. 100 crores	Rs.50,000	Rs. 4,00,000
Rs. Above 100 crores	Rs.75,000	Rs. 8,00,000

Registration, Admission and Certificate fee: Rs. 1000 plus applicable taxes in addition to the above schedule.

### **PRIVILEGES OFFERED TO LIFE INSTITUTIONAL MEMBER (LIMMEAI)**

- i. The Life Institutional Members (LIMMEAI) are entitled to the following additional privileges compared to other members of the Association:
  - (a) One representative shall be invited to participate in the Annual General Meeting (AGM).
  - (b) Entitled to 25% concession in the advertisement tariff to publish in the MEJ.
  - (c) Every six months, the list of LIMMEAI's shall be published in the MEJ.
  - (d) The list of LIMMEAI's shall be displayed at the Association's Registered Office / Headquarters and in the AGM. The Chapters shall also display the names of LIMMEAI's of respective Chapters in their offices.
  - (e) The LIMMEAI's are entitled to a delegation fee concession @50% for attending any seminar or activity organized under the aegis of the Association/ Chapters.
  - (f) The LIMMEAI's shall be presented, on enrolment, with a suitable memento/ plaque displaying prominently the Logo of the Association.
  - (g) The LIMMEAI's-are entitled to receive a soft copy and two hard copies of MEJ every month.
  - (h) 5 (five) Representatives of the Life Institutional Members shall have the privilege to be nominated to the Council by rotation.
- ii. The IMMEAI's-are entitled to receive a soft copy and two hard copies of MEJ every month.



## ANNEXURE - V

### APPLICATION FORM FOR AWARDS

1. Name of the Award Applied for:
2. Name of the Applicant:
3. Date of Birth:
4. Academic Qualification:
5. Professional Qualification:
6. Whether a Member/  
Life Member of MEAI
7. Specific details of the:  
award applied for as per  
requirement of bylaws  
(Enclose relevant documents)

Date:

Certify that the information/details submitted for the above Award are true to the best of my knowledge

Name:

Signature:

Enclosed copies of documents on experience and achievements.

- i.
- ii.
- iii.



## ANNEXURE-VI

### **BYLAWS FOR AWARDS INSTITUTED BY ORGANISATIONS/ INDIVIDUALS**

#### **I. MEAI – Sitaram Rungta Memorial Award**

##### **Bylaws**

- (a) The award is known as MEAI – Sitaram Rungta Memorial Award, instituted by M/s Rungta Group of Mines.
- (b) The award is presented to a Mining Engineer/ Geologist or any other qualified person involved with Mining Industry, who presented a paper on mining related issues during the previous calendar year/ financial year.
- (c) The papers presented in any of the paper meetings, seminars or workshops organized by the Association/ Chapter during the calendar year are eligible for the award, provided
  - (I) The paper was not published in any journal/ magazine in India or abroad other than the MEJ
  - (II) The author did not deliver lecture/ talk related to this paper on any other forum other than in the Seminars / Workshops etc., organised by MEAI.
- (d) The paper to be considered for the award should be published during previous financial year.
- (e) The award consists of a Plaque / Medal and a certificate.

#### **2. MEAI – NMDC AWARD**

##### **Bylaws**

- (a) The award is known as MEAI-NMDC Award instituted by M/s NMDC Ltd.
- (b) The award is presented to a Mining Engineer/ Geologist or any qualified person involved in Mining Industry for the meritorious services rendered by him/ her to the Iron ore Industry.
- (c) The award consists of a Plaque / Medal and a certificate.
- (d) The expenditure on the award will be met from the interest generated on the amount of Rs. 10,000/- donated by M/s NMDC and deposited in the bank by MEAI.

#### **3. MEAI – SIMMINDS Award**

##### **Bylaws**

- (a) The award is known as MEAI – SIMMINDS award instituted by M/s SOUTH INDIAN MINES AND MINERALS INDUSTRIES Ltd.,
- (b) The award is presented to a Mining Engineer/ Geologist or any qualified person involved in Mining Industry for his/ her significant services rendered to the Limestone industry.
- (c) The award consists of a Plaque / Medal and a certificate.
- (d) The expenditure on the award will be met from the interest generated on the amount of Rs. 10,000/- donated by M/s South Indian Mines and Minerals Ltd, and is deposited in the bank by MEAI.



**(4) MEAI – Smt. BALA TANDON MEMORIAL AWARD**

**Bylaws**

- (a) The award is known as MEAI - Smt. Bala Tandon Memorial Award was instituted by Padma Bhushan G.L. Tandon in memory of his late wife.
- (b) The award is presented to a Mining Engineer/ Geologist or any qualified person associated with the Mining Industry, in recognition of his/ her meritorious services for improving ecology, environment and afforestation in mining and mineral industries.
- (c) The award consists of a Plaque / Medal and a certificate.
- (d) The expenditure on the award will be met from the interest generated on the amount of Rs. 20,000/- donated by Padma Bhushan G.L. Tandon, which is deposited in the bank by MEAI.

**5. MEAI – Abheraj Baldota Memorial Gold Medal Award (Mining Engineer of the year)**

**Bylaws**

- (a) The award is known as MEAI – Abheraj Baldota Memorial Gold Medal Award (Mining Engineer of the year) instituted by M/s MSPL Ltd., in memory of its founder late Abheraj Baldota.
- (b) The award is presented to a Mining Engineer with a Degree or Diploma in Mining Engineering and Mine Manager's Certificate of Competency with 20 years of experience in mining and allied disciplines as on the date the nomination is forwarded and the nominee should have completed 45 years of age and contributed substantially to the mining and mineral industries in the areas of management performance, production, mining technology, human resource development, protection of environment, mineral conservation, beneficiation etc.
- (c) The award consists of a Gold Medal and a certificate made available by MSPL every year.

**6. MEAI – Abheraj Baldota Memorial Gold Medal Award (Young Mining Engineer of the year)**

**Bylaws**

- (a) The award is known as MEAI – Abheraj Baldota Memorial Gold Medal Award (Young Mining Engineer of the Year) instituted by M/s MSPL Ltd., in memory of its founder late Abheraj Baldota.
- (b) The award is presented to a Young Mining Engineer with a Degree or Diploma in Mining Engineering or a Manger's Certificate of Competency with five years' experience in mining industry and the nominee should not have completed 35 years of age as on the date of filing his nomination for the award.
- (c) The award consists of a Gold Medal and a certificate made available by MSPL every year.

**7. MEAI–SRG Information Technology Award**

**Bylaws**

- (a) The award is known as S.R.G. Award for Information Technology, instituted by M/s S.R.G. Consulting Mining Engineers (P) Ltd. in memory of late Sriram Srinivasan and late Pradeep



Kumar Bhattacharya both founder directors who lost their lives in Train (Rajdhani Express) accident in the year 2002.

- (b) The award is presented to a qualified Mining Engineer/ Geologist/ any qualified person for his significant contribution in Information Technology to Mining and Mineral Industries and the nominee should be a Life Member of the MEAI.
- (c) The award consists of a Plaque/ Medal and a Certificate.
- (d) The expenditure on the award will be met from the amount of Rs. 1,00,000/-donated by M/s SRG Consulting Services Pvt Ltd and deposited in the bank by MEAI.

**8. MEAI – Smt. Gullapalli Sarala Devi Memorial Award (Lifetime achievement by a mining engineer)**

**Bylaws**

- (a) The award is known as MEAI – Smt. Gullapalli Sarala Devi Memorial Award for Life time achievement by a Mining Engineer, instituted by Shri G. Jagdeesh in memory of his late wife.
- (b) The award is presented to a Mining Engineer with a Degree or Diploma in Mining Engineering or a Manger's certificate of competency with at least 30 years' experience in mining industry.
- (c) The award is presented for the Life Time Achievement of the mining engineer in the areas of production, quality control, processing/ beneficiation and trading besides overall management of mines, mining projects related to Public and Private Sectors during his service period.
- (d) The award consists of a Plaque/ Medal and a Certificate.

**9. MEAI – Master Tanay Chadha Memorial Geologist Award**

**Bylaws**

- (a) The award is known as MEAI – Master Tanay Chadha Memorial Geologist Award instituted by Shri G.L.Tandon (Padma Bhushan) in the name of his late grandson (S/o Smt. Sunita Chadha and Shri Sudhanshu Chadha). The award is presented to a geologist with a Master's Degree in Geology/ Applied Geology/ Geophysics with at least five years' experience in Mining and Mineral Industry who had contributed significantly in the areas of mineral exploration, quality control and production, mine planning, etc.
- (b) The award consists of a Plaque / Medal and a Certificate.
- (c) The expenditure on the award will be met from the interest generated from the amount of Rs. 1,00,000/- donated by Shri G.L. Tandon (Padma Bhushan) and deposited in the bank by MEAI.

**10. MEAI – Smt. Veena Roonwal Memorial Award**

**Bylaws**

- (a) The Award is known as Smt. Veena Roonwal Memorial Award instituted by Prof. G.S. Roonwal in memory of his late wife and is presented to a qualified Mining Engineer/ Geologist/ any qualified person involved with Mining Industry with 10 years' experience, for presenting



a paper during the year in a seminar/ symposium/ work shop/ technical paper meeting organized by MEAI/ MEAI Chapter on “Water Management in and around a working mine or implementation of New/ Latest Technology in mining.

- (b) The award consists of a Plaque/ Medal and a certificate
- (c) The expenditure on the award is met from the amount of Rs. 1,00,000/- donated by Prof. G.S. Roonwal and deposited in the bank by MEAI.

#### **11. MEAI – Smt. Kiran Devi Singhal Memorial Award**

##### **Bylaws**

- (a) The award is known as MEAI - Smt. Kiran Devi Singhal Memorial Award instituted by Dr. Suresh C. Singhal in memory of his late mother.
- (b) The award is presented to a member or non-member of MEAI for his/ her outstanding contribution in the field of “Development and Conservation of Minerals and Environment in and around metalliferous mines.
- (c) The award consists of a Plaque/ Medal and a Certificate.
- (d) The expenditure on the Medal will be met from the interest generated on the amount of Rs. 50,000/- donated by Dr. Suresh C. Singhal and deposited in the bank by MEAI.

#### **12. Mining article published in the Mining Engineers’ Journal in the financial year - Instituted by Dr. M.L. Jhanwar**

##### **Bylaws**

- (a) The Award will be known as Eco-friendly Mining Award.
- (b) The award consists of a Plaque/ Medal and a Certificate. The cost of the Award will be met from the interest received on the donation of Rs. 1 lakh from Dr. M.L. Jhanwar.
- (c) The Award will be given to a person for contributing the best paper on Eco-friendly Mining in Mining Engineers’ Journal published by MEAI.
- (d) The Award is presented to a member or non-member of MEAI.  
The paper should not have been published in any of the journals in Magazines India/ Abroad other than MEJ on Eco-friendly Mining.

#### **13. MEAI - SCCL Coal Awards instituted by Singareni Collieries Company Ltd. (4 Awards)**

##### **Bylaws**

- (a) The Awards are known as MEAI- SCCL Coal Awards instituted by M/s SCCL Ltd.
- (b) The Awards are presented to a Mining Engineer, Geologist, Mechanical Engineer, Overman/ Foreman or any qualified person involved in Coal Mining Industry for the meritorious services rendered by him/ her to the coal industry or papers published.
- (c) The Award consists of a Plaque / Medal and a Certificate.
- (d) The expenditure on the award will be met from the interest generated on the amount of Rs. 5 lakhs donated by M/s SCCL Ltd. and deposited in the bank by MEAI.



## ANNEXURE-VII

### BYLAWS FOR MEAI INSTITUTED AWARDS

#### **I. MEAI Lifetime Achievement Award**

##### **Bylaws**

- (a) The award is known as MEAI – Lifetime Achievement Award which is the highest award of the Association.
- (b) The Award is presented to any member of the Association with at least 30 years of experience in the Mineral and associated industries.
- (c) The award is presented for significant, noteworthy and substantial contribution made to the Mineral / Mining industry.
- (d) This is not an annual award.
- (e) The award consists of a Plaque and Memento.

#### **2. MEAI – BEST CHAPTER AWARD**

##### **Bylaws**

- (a) The award is known as MEAI – Best Chapter Award
- (b) The award is presented to the Chairman/Chairmen of the Chapter/s in recognition of the overall performance achieved by the concerned Chapter/s during the year.
- (c) If the Selection Committee finds more than one Chapter that has performed well, more than one Chapter may be considered for the Award.
- (d) The Award consists of Memento and Certificate.

#### **3. MEAI – MEMBERSHIP DEVELOPMENT AWARD**

##### **Bylaws**

- (a) The award is known as MEAI – Membership Development Award
- (b) The award/s is/are presented to the member/s for his/their contribution in enrolling at least 15 Life Members in a particular Chapter during the year.
- (c) The award consists of Memento and Certificate.

#### **4. MEAI – Life/ Institutional Membership Development Award**

##### **Bylaws**

- (a) The award is known as MEAI – Life/ Institutional Membership Development Award.
- (b) The awards are presented to all those members in recognition of their individual contributions for bringing in at least Rs.1,00,000/- by enrolling Life Memberships during the financial year.
- (c) The award consists of a Memento and Certificate.



**5. MEAI – Special Award for enrolling maximum Life Members**

**Bylaws**

- (a) The award is known as MEAI – Special Award for enrolling maximum Life Members.
- (b) The award is presented to the Chairman and Secretary of the concerned Chapter for their contribution in enrolling the maximum Life Members to the Chapter during the financial year.
- (c) The award consists of a Memento and a Certificate.

**6. MEAI – Special Award for launching/ reviving a chapter**

**Bylaws**

- (a) The award is known as MEAI – Special Award for Launching/ Reviving a Chapter.
- (b) The award is presented to a member for his efforts in launching a new Chapter or for reactivating the existing dormant Chapter for better performance.
- (c) The award consists of a Memento and a Certificate.

**7. MEAI – Best Student Chapter Award**

**Bylaws**

- (a) The award is known as MEAI – Best Student Chapter Award.
- (b) The award is presented to a Student Chapter for its efforts in promoting membership, conducting professional activities like seminars, workshops, training programs etc.
- (c) The award consists of a Memento and a Certificate.



## ANNEXURE-VIII

### FORMAT FOR MEAI - BEST CHAPTER AWARD INFORMATION TO BE FURNISHED BY CHAPTERS FOR THE PREVIOUS FINANCIAL YEAR

<b>I. MEMBERSHIP</b>		total : 25 marks	
A. 1. Strength of the membership at the beginning of the previous financial year	i. Annual Members (including Studt. Members)		-
	ii. Life Members. (including Hony. Members)		-
	iii. Fellow Members		-
	iv. Total		-
2. Members enrolled during the previous financial year	i. Annual Members (including Studt. Members)		-
	ii. Life Members. (including Hony. Members)		-
	iii. Fellow Members		-
	iv. Total		-
3. Members Left the area during the previous financial year	i. Annual Members (including Studt. Members)		-
	ii. Life Members. (including Hony. Members)		-
	iii. Fellow Members		-
	iv. Total		-
4. Members at the end of the previous financial year	i. Annual Members (including Studt. Members)		-
	ii. Life Members. (including Hony. Members)		-
	iii. Fellow Members		-
	iv. Total		-
5. Increase in Membership during the previous financial year	i. Annual Members (including Studt. Members)		-
	ii. Life Members. (including Hony. Members)		-
	iii. Fellow Members		-
	iv. Total		-

-----  
 'NIL' marks upto a growth of 5(LM+FM) one mark for everyone (Member) for total growth of 6 and above subject to a maximum of 15 marks.  
 -----

<b>B. INSTITUTIONAL MEMBERS</b>	<b>MARKS</b>
1. Institutional Members at the beginning of the previous financial year	-
2. Institutional Members at the end of the previous financial year	-
3. Life Institutional Members at the beginning of the previous financial year	-
4. Life Institutional Members at the end of the previous financial year	-

-----  
**5 Marks for each LIM      3 Marks for each New IM or Renewed IM**  
 -----

<b>ii. MEETINGS (25 Marks) MARKS</b>	
1. Executive body meetings held during the Financial year (minutes sent to Head Quarters) (give date of meetings also)	-
2. Paper meetings held during the year (copy of the paper, notice & No. of persons attended sent Head Quarters) (give date of meetings also)	-
3. Regional/National Seminars held during the year (details sent to Head Quarters) (give date of seminars also)	-
4. No. of Seminars attended by you members that are organised by other Chapters of MEAI (No. of Seminars and No. of Members)	-

-----  
 1. Mark for each Exe. Meeting (16 marks Max.). 2. Marks for each paper meeting (6 marks Max.) 10 Marks for each Seminar (10 marks Max.) 1 mark for each Seminar Attended (3 marks Max)  
 -----



III. OTHER ACHIEVEMENTS (20 Marks)

1. No. of Scholarship awarded during the previous financial year -
2. No. of Merit awards received by the members during the previous financial year -
3. No. of Training courses conducted during the previous financial year -
4. Setting up of permanent office Centre during the previous financial year -

5 Marks for each endowment (5 marks Max) 1 Mark for every award won by members from any professional body (4 marks Max.). 2 Marks for organising every training course (6 marks Max.), 5 marks for permanent building, 4. Marks for long form lease, 3 marks for hire building (5 marks Max.).

III. FINANCES (2 Marks)

- |   |    |              |         |
|---|----|--------------|---------|
| A. 1. Opening Balance at the beginning of the previous financial year | a) | Cash Balance | (Rs.) : |
|   | b) | Assets       | (Rs.) : |
|   | c) | Total        | :       |
| 2. Income during the previous financial year                          |    |              | (Rs.) : |
| 3. Expenditure during the previous financial year                     |    |              | (Rs.) : |
| 4. Closing Balance at the end of the previous financial year          | a) | Cash Balance | (Rs.) : |
|   | b) | Assets       | (Rs.) : |
| 5. Increase in  | a) | Cash Balance | (Rs.) : |
|   | b) | Assets       | (Rs.) : |
|   | b) | Total        | (Rs.) : |

2 Marks if increase is Rs. 20,000 and above and one additional mark for every Rs. 10,000 and above subject to a maximum of 15 marks in the previous year accounting year for which the audited accounts have been submitted to H.Q. or enclosed with this form.

8. Whether the Audited Balance sheet for the previous financial Year submitted to Secretary General Sent / Not Sent  
Balance at the end of the previous financial year.

5 marks if submitted, -5 marks if not submitted

IV. OTHER ACTIVITIES during the previous financial year (10 Marks):

- Publishing News Letters,  
Sponsoring of advertisements to MEJ  
(Not less than Rs. 10,000/- worth)

5 Marks for publishing newsletter, 5 marks for sponsoring advertisements worth Rs. 10,000/- to MEJ and one additional mark for every Rs. 10,000/- and above subject to a maximum of 8 marks.



## ANNEXURE - IX

### NATIONAL COUNCIL FOR THE TERM 2021-2023

<b>President</b>	-	Sri K. Madhusudhana
<b>Vice President – I</b>	-	Sri S N Mathur
<b>Vice President – II</b>	-	Sri O P Gupta
<b>Vice President – III</b>	-	Sri D B Sundara Ramam
<b>Secretary General</b>	-	Sri M Narsaiah
<b>Jt. Secretary cum Treasurer</b>	-	Sri B S P Raju
<b>Ex-Officio Council Members</b>	-	Sri Arun Kumar Kothari Sri Sanjay Kumar Patnaik
<b>Elected Council Members</b>	-	Sri P K Satpathy Sri P Ramakrishna Sri Anil Kumar Garg Dr T N Venugopal Sri Deepak Vidyarthi Sri D A Hiremath Sri V Jaya Prakash Sri Sanjeev Sahi Sri Sabyasachi Mohanty Sri R S Raghuwanshi Dr V M S R Murthy Sri G Shirish Sri B Surendra Mohan Sri Shameek Chattopaday Sri Pradeep Kumar Jain Sri P C Bakliwal Sri P S Upadhyaya Sri S K Parihar Sri S S Rathore Sri PV Krishnaiah Yadav Sri M Palani Kumaresan Sri K Laxminarayana Sri G R Magesh Sri Manish Kumar Yadav Sri Bipin Kumar Giri Sri M C Thomas Sri Girish Kumar Jangid
<b>Nominated Council Members</b>	-	Prof B B Dhar Sri Rajendra Singh Rathore Sri B R V Susheel Kumar Sri T N Gunaseelan Dr A R Samal
<b>Co-opted Council Members</b>	-	Dr N K Nanda Sri V Lakshminarayana Dr P T Hanamgond Sri K Ramachandar Sri P N Rao



## ANNEXURE - X

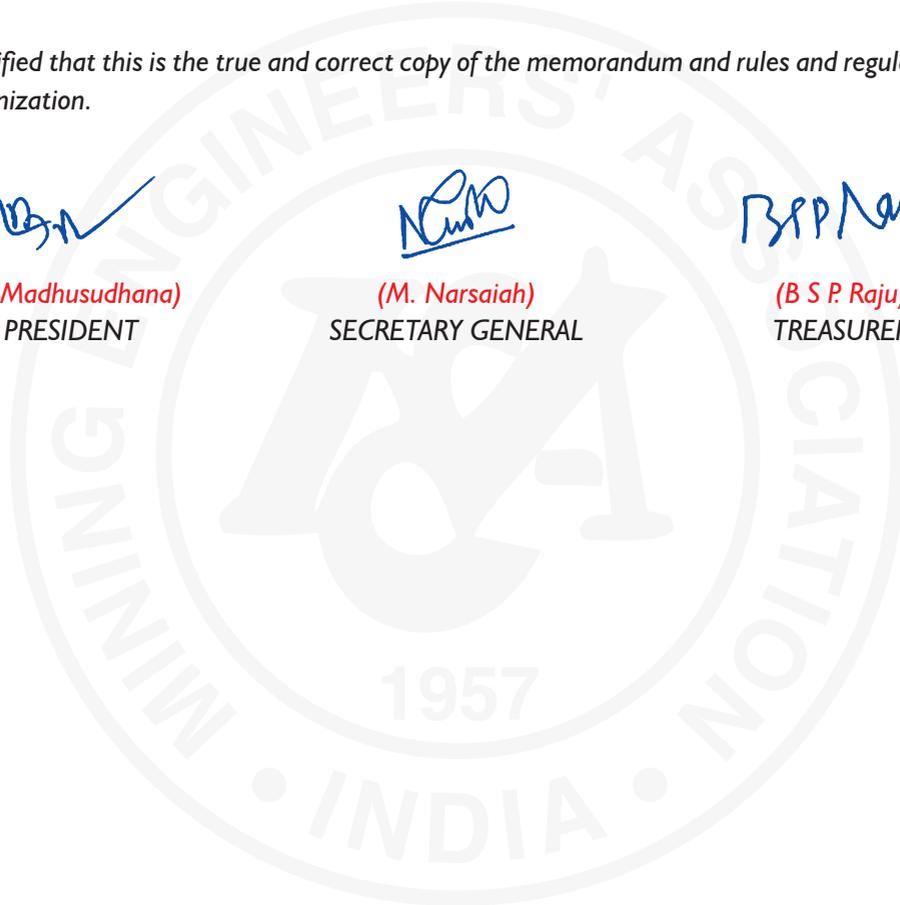
### CERTIFICATE

- i. Certified that there is no other registered organization in the same name and at the same place.
- ii. Certified that this is the true and correct copy of the memorandum and rules and regulations of the organization.

(K. Madhusudhana)  
PRESIDENT

(M. Narsaiah)  
SECRETARY GENERAL

(B S P. Raju)  
TREASURER





Correspondence Address

**MEAI National Headquarters**

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