

THE INSTITUTION OF ENGINEERING AND TECHNOLOGY

SOUTH AFRICA NETWORK

CONSTITUTION

- 1. Name**
- a) The association hereby constituted shall be called the Institution of Engineering and Technology - South Africa Network (hereinafter referred to as the association).
 - b) Its name shall be abbreviated as **IET SA**
- 2. Body Corporate**
- The association shall –
- a) exist in its own right, separately from its members;
 - b) continue to exist even when its membership changes and there are different office-bearers;
 - c) be able to own property and other possessions;
 - d) be able to sue and be sued in its own name;
 - e) the liability of any member for any obligation of the association shall be limited to the membership fees payable by the member in a single year.
 - f) this Constitution is subjugated to the Constitution of the Institute for Engineering and Technology, provided that South African Law shall take precedence.
- 3. Objectives**
- The main objective of the association shall be to promote the local interests of members of the IET by –
- a) providing engineering knowledge, networking opportunities and resources to members;
 - b) supporting the efforts of other associations with compatible goals.
 - c) to support and promote the Engineering Council of South Africa and its objectives.

4. Limitations on the Distribution of Income The income and property of the association must be used solely for the promotion of its objectives. No portion thereof may be paid, or directly or indirectly transferred by any means, to its members, provided that the foregoing shall not prevent the payment in good faith of reasonable remuneration to any officer, servant or member of the association in return for services actually rendered to the association.

5. Membership The members of the association shall be persons who are registered paid up members of the Institution of Engineering and Technology based in London, but who are resident in Southern Africa.

6. Management Committee The association shall be managed by a management committee.

- a) The management committee shall consist of up to twelve members who shall be resident in Southern Africa.
- b) Any member may nominate any other members as a committee member by submitting a written nomination to the administrator no less than fourteen days prior to the expiry of the term of office of the management committee. The nominee must countersign the nomination.
- c) If the Administrator receives more than twelve nominations for the Management Committee, the members shall determine the composition of the Management Committee by secret postal or email ballot.
- d) If a member of the management committee does not attend three consecutive management committee meetings, the management committee may replace that member with another member.
- e) The management committee shall meet at least once every six months.
- f) The quorum for management committee meetings shall be four members present.
- g) Minutes shall be taken at every meeting to record the management committee's decisions. The minutes of each

- meeting shall be given to management committee members at least two weeks before the next meeting.
- h) The minutes shall be confirmed as a true record of proceedings by the next meeting of the management committee and shall thereafter be signed by the chairperson and pasted into a minute book.
 - i) The management committee shall have the right to form subcommittees.
 - j) All members of the association shall abide by decisions taken by the management committee.
 - k) The chairman, the honorary secretary or any two members of the management committee may call a meeting of the management committee, provided that members are given 7 days' notice of the meeting and an agenda is provided.
 - l) When necessary, the management committee shall vote on issues. If the votes are equal on an issue, the chairperson shall have a casting vote.
 - m) The management committee may assume any powers and authority it believes necessary to enable it to achieve the association's objectives as stated in this constitution.
 - n) The management committee may delegate to any member or office-bearer its authority to sign agreements with third parties, open bank accounts, pay debtors or bind the association in agreement.

7. Office-Bearers

The office-bearers shall be the chairperson, the honorary secretary, the honorary treasurer, and the administrator of the Network and ordinary members of the management committee.

- a) Office-bearers shall serve for two years, but may stand for re-election.
- b) The day-to-day administration of the association shall be undertaken by an administrator, who may be a person or a

body corporate and shall be known as the administrator of the association.

- c) The administrator shall be appointed by the management committee.
- d) The administrator shall be an ex-officio member of the management committee.
- e) The Management Committee shall appoint the chairman, honorary treasurer, and honorary secretary of the Network from the members of the management committee.
- f) Office-bearers shall not become liable for any of the obligations or liabilities of the association solely by virtue of their status as office-bearers of the association.
- g)** Office-bearers shall not be personally liable for any loss suffered by any person or organisation as a result of an act or omission that occurs in good faith while the office-bearer is performing functions for or on behalf of the association.

8. Financial Management

The management committee is responsible for the management of the association's finances.

- a) The management committee shall ensure that appropriate accounting records are kept and that statutory returns and taxes are submitted on time.
- b) The management committee shall ensure that an annual budget is produced and approved and that expenditure is kept within the limits of the approved budget.
- c) The financial year of the association ends on 31 December of each year.
- d) If the association has funds that can be invested, the funds may be invested only with registered financial institutions. These institutions are listed in section 1 of the Financial Institutions (Investment of Funds) Act, 1984. Alternatively, the association may invest in securities that are listed on a licensed stock exchange as set out in the Stock Exchange Control Act, 1985.

9. Changes to the Constitution

The constitution may be changed by the members at a general meeting or in a fax or mail ballot, provided that –

- a) two-thirds of the members who vote support the changes;
- b) members received at least 14 days' notice of the proposed changes;
- c) the ballot is a secret ballot.

10. Dissolution

Upon dissolution, any surplus of assets over liabilities shall be given or transferred to some other non-profit association having objectives similar to the main objective of the association. The association may be dissolved if 75% of the members in good standing, by secret or postal or fax vote, agree to such dissolution.

This constitution was approved and accepted by the members

on **_05 December 2007_**

___Mr Jack Rowan (Original Copy signed)_
Chairperson / Secretary