

## IEEE PES-IAS DELHI CHAPTER BYLAWS

### Article-I: Name and Territory

- 1.1 This organization shall be known as Power Engineering Society - Industry Applications Society (or, in short PES-IAS) Delhi Chapter as attached to Delhi Section of the Institute of Electrical and Electronics Engineers Inc.
- 1.2 These Chapter Bylaws as framed and promulgated hereafter are to be generally read in conjunction with the relevant provisions of Operation Guide / Bylaws of IEEE, which should be suitably interpreted for application to this Chapter.
- 1.3 The territory of the Chapter includes National Capital Territory of Delhi and Union Territory of Chandigarh, States of Haryana, Himachal Pradesh, Jammu & Kashmir, Punjab and Rajasthan.
- 1.4 The Chapter shall have its principal offices in the city of Delhi from which it shall carry out its management and other administrative functions.

### Article-II: Officers and the Executive Committee

- 2.1 The elected officers of the Chapter shall be Chairperson, Secretary and Treasurer.
- 2.2 Management of the Chapter shall be by the Chapter Executive Committee which shall consist of the elected officers as mentioned above, *five* elected members and immediate past Chairperson.
- 2.3 Meeting of the Chapter Executive Committee will ordinarily be held quarterly and will be called by the Chapter Chairperson or by a written request of any *three* members of the Chapter Executive Committee.

- 2.4 *Three* members of the Chapter Executive Committee shall constitute a quorum and the business shall be conducted by majority vote.
- 2.5 Chapter Executive Committee shall be responsible for various functions as listed below:
  1. Technical and Professional Activity
  2. Continuing Education
  3. Nomination
  4. Finance
- 2.6 Chapter Executive Committee may form Subcommittees to discharge above-mentioned functions, even by inducting members from outside the Executive Committee.

### Article-III: Term of Office

- 3.1 The term of office of the Chapter Executive Committee as defined in Article-2.2 shall be one year beginning on 1<sup>st</sup> January, but in any case the outgoing Chapter Executive Committee will continue until their successors are duly elected and take office.
- 3.2 Any vacancy occurring during the year shall be filled by majority vote of the Chapter Executive Committee.

### Article-IV: Nomination and Election of Chapter Executive Committee

- 4.1 A Nomination Committee consisting of *three* members other than present office bearers shall be appointed by the Chapter Executive Committee. Past Chairperson of the Chapter (if available) shall be the Committee Chairperson. The Nomination Committee shall not nominate any of its members as officer in the slate.

- 4.2 The nominations of the Nomination Committee will be announced to the Chapter membership and following this, a minimum of *28 days* allowed for additional nominations by petition. To be valid, the petition must be signed by *nine* or more voting members.
- 4.3 If only one nomination is made for each office, the election will be made at the Annual General Meeting. If additional nominations are made, election will be made by the ballot mailed to the membership and the vote counted by a Committee appointed by the Chapter Chairperson.
- 4.4 The suggested time table for this procedure is as follows:
- 1<sup>st</sup> September - Appointment of Nomination Committee
  - 1<sup>st</sup> October - Announcement of Nominations
  - 1<sup>st</sup> November - Close Nomination by petition
  - 15<sup>th</sup> November - Mailing of ballots
  - 15<sup>th</sup> December - Hold Annual Meeting

**Article-V: General Body Meeting**

- 5.1 Annual General Meeting of Chapter membership is called by the Chapter Chairperson in consultation with the Executive Committee for presentation of Annual Report, Election of Office Bearers & Executive Committee Members and any other agenda formulated by Executive Committee.
- 5.2 In order to transact business in General Body Meeting at least *five* voting members must be present.
- 5.3 Special General Body Meeting can be requisitioned by a petition signed by not less than *nine* voting

members submitted to the Chapter Chairperson, who in consultation with Executive Committee will call the Meeting within *two* months with proper formulation of agenda.

- 5.4 Notices for any General Body Meeting shall be mailed at least *one* month in advance and shall include date, time, venue and agenda for the meeting.

**Article-VI: Finances**

- 6.1 All expenditure of Chapter funds must be approved by the Executive committee. However, with prior authorization of the Chairperson, Chapter funds may be used for normal operation of the Chapter.
- 6.2 The Treasurer jointly with either the Chairperson or the Secretary shall be authorized to draw funds as approved by the Chapter Executive Committee.
- 6.3 Chapter shall receive annual financial support from the Section depending upon its membership and its meeting program.

**Article-VII: Amendments**

- 7.1 Proposals for amendment to these Bylaws may originate in the Chapter Executive Committee or by a petition signed by *nine* or more voting members, which shall become operative, if adopted at General Body Meeting by majority vote.
-