

**RULES AND REGULATIONS
OF
FEDERATION OF INDIAN PILOTS**

DEFINITIONS

1. In these Rules, unless the context otherwise requires:
 - a. "The Federation" means "Federation of Indian Pilots".
 - b. "Member" means an ordinary Member, a Associate Member or a Corporate Member.
 - c. "Managing Committee" or "Committee" means the Managing Committee of the Federation for the time being.
 - d. "Financial Year - means the year commencing on the first day of April each year and ending on 31st day of March each year.
 - e. "Rules" means the Rules and Regulations of the Federation for the time being in force.
 - f. "Secretary" means the Secretary or Secretaries holding office as such.
 - g. "The Regional Office" of the Federation means the Office opened at any other place as decided by the Managing Committee from time to time.

CONSTITUTION OF THE FEDERATION

2. The persons who have signed the Memorandum of Association shall be first members of the Federation, and all other Members who shall be admitted in pursuance of these Rules shall constitute "Federation of Indian Pilots".

MEMBERSHIP

3. Any Person or Corporate Body will be eligible to become a member of the Federation. Every candidate for admission as a member shall be proposed by one and seconded by another member. The application for membership shall be made in writing on a prescribed form and shall contain such particulars as may be required by Managing Committee. The application shall be signed by the candidate and his proposer and seconder and shall be delivered to the Secretary together with the amount of subscription as provided under Rule 8.

The Federation shall have following class of members:

- a. Ordinary Member
- b. Associate Member
- c. Corporate Member
- d. Honorary Member
- e. Patron Member

a) ORDINARY MEMBER

Any Pilot, Aviator, Flyer, Hang glider who is an Indian Licence holder is eligible to become an Ordinary Member and shall have voting rights.

b) ASSOCIATE MEMBER

Any Individual interested in aviation may become an Associate Member but shall have no voting rights.

c) CORPORATE MEMBER

Any Company/Corporation interested/associated with aviation may become a Corporate Member.

d) HONORARY MEMBER

The Executive Committee at its own discretion may appoint just a selected few outstanding citizens who have contributed significantly to the cause of aviation in India, as Honorary Members.

e) PATRON MEMBER

Air Commodore Shri VijaypatSinghanian will be Founder Patron Member of the Federation.

4. The Managing Committee may, in its discretion, either admit or reject any candidate for membership of the Federation and shall not be bound to give reasons for the rejection of any such candidate.
5. On admission of a member the Managing Committee shall notify the date of admission.
6. Every member by joining the Federation shall hereto undertakes that so long as he shall continue to be a member he will observe the Rules of the Federation for the time being in force.
7. Any person ceasing to be a member by any cause whatsoever, shall remain liable for and shall pay to the Federation all moneys which at the time of his ceasing to be a member may be due from him.

SUBSCRIPTION

8. (i) ORDINARY MEMBERSHIP:-

An entrance fee of Rs.1,000/- (Rupees one thousand only) shall be payable by a person becoming an Ordinary Member. This fee shall be payable along with the application for membership.

The annual subscription shall be Rs.1,000/ (Rupees one thousand only) and shall be payable in advance not later than 30th day of June in each year to the Federation.

(ii) ASSOCIATE MEMBERSHIP

A person paying Rs.1,000/- (Rupees one thousand only) shall be entitled to become an Associate Member of the Federation. The annual subscription shall be Rs-1,000/- (Rupees one thousand only) and shall be payable in advance not later than 30th day of June in each year to the Federation.

(iii) CORPORATE MEMBERSHIP

Any Body Corporate/Corporation by paying a sum of Rs.1,00,000/- (Rupees one lakh only) as entrance fees and Rs.5,000/- (Rupees five thousand only) as annual subscription shall be entitled to become a Corporate Member.

ADDITIONAL SUBSCRIPTIONS

Provided that the Managing Committee may revise both the entrance fees and annual subscription payable by Ordinary Members, Associate Members and Corporate Members from time to time; so that both the entrance fees and the

subscription so revised by the Managing Committee shall not be done by a simple majority, without the approval of the members in a General Meeting.

An additional subscription as determined by Managing Committee on a one time basis may be collected by the Managing Committee in its discretion from the Members for the furtherance of the objects of the Federation.

Such powers shall be exercised by the Managing Committee not more than once in five financial years of the Federation.

9. A Member in arrears of subscription on the 1st day of July in any year may be served with a notice demanding full payment of the arrears due from him. In case of failure to pay the full amount within one month after such notice is sent to him, the Managing Committee shall be entitled to terminate the membership- A member in arrears of subscription shall not be entitled to vote until the subscription is paid.

REGISTER OF MEMBERS

10. The Federation shall maintain a List of Members as stipulated under Rule 15 of Societies Registration (Maharashtra) Rules 1971 in which the following particulars shall be entered:-
 - a. Name of the Member,
 - b. Address of the Member,
 - c. Membership number of the Federation,
 - d. Occupation,
 - e. Class of Membership and Federation's Membership number,
 - f. Date of Admission,

- g. Signature of Members,
- h. Date of cessation of Membership,
- i. Such other particulars as may be prescribed by the Managing Committee from time to time.

MANAGING COMMITTEE

11. The President, Vice-President/Regional Vice-President, Treasurer, General Secretary, and at least four Members shall constitute the Managing Committee. The Managing Committee may co-opt additional members not exceeding 4 in number.
12. The Managing Committee shall be elected at a General Meeting every three years from amongst the Members of the Federation entitled to vote and shall continue in office till the next three years. The Members may vote in-person or by way of e-voting at the said General Meeting.
13. Casual vacancies of the Managing Committee, other than that of President, shall be filled in by the Managing Committee.
14. Should a vacancy occur in the office of President, the same shall be filled in by an election to be held or by way of e-voting at an Extra-Ordinary General Meeting of the Federation to be convened by the Managing Committee for the purpose within two months of the date of the vacancy or at the next Annual General Meeting whichever is earlier. The President so elected shall hold office till the date up to which his predecessor would have held office if the vacancy had not so occurred.

15. Ordinary members of the Federation who are not in arrears of subscription shall be eligible to stand for election as President, Vice-President/Regional Vice-President Secretary, Treasurer or a member of the Managing Committee. Members standing for election shall notify the Secretary, proposed and seconded by members not in arrears of subscription and shall deliver the form either by post or hand delivery at the Registered Office of the Federation not less than 45 days before the date fixed for the voting. After the names of the members standing for election have been scrutinised and declared valid by the Managing Committee, the same will be pasted on the Notice Board not later than 30 days before the time of the voting.

Explanation. For the purpose of this clause, Members shall be deemed not to be in arrears if they have paid their dues before filling the nomination.

16. The Notice for the General Meeting to be convened and the Notice of e-voting for electing the members of the Managing Committee shall indicate the names of all candidates and the number of members of the Managing Committee to be elected. The said Notice shall be given/sent to each member who is eligible to vote.
17. The Notice for the General Meeting of the Federation and the Notice of e-voting for electing the members of the Managing Committee shall provide the manner, process and instructions for voting at the said General Meeting.

18. Every member eligible to vote shall be entitled to only one vote and shall not give more than one vote to one candidate.
19. The Chairman, President, Vice-President/Regional Vice-President shall appoint not less than two persons who shall not be candidates for any office to act as scrutineers.
20. At the conclusion of the voting, the votes shall be counted by the scrutineers, who shall make their report to the President, Vice-President/Regional Vice-President. The President, Vice-President/Regional Vice-President shall then announce the names of the successful candidates. Such declaration of the President, Vice-President/Regional Vice-President shall be final.
21. In the event of there being an equal number of votes in favour of two or more candidates and in the event of the number of such candidates exceeding the number of vacancies available the result of the election shall be determined by lot drawn at the meeting by the President, Vice-President/Regional Vice-President.
22. The words "**General Meeting**" in the above Rules means the Annual General Meeting or the Extra-Ordinary General Meeting.

MEETINGS

23. Annual General Meeting shall be held before the 30th day of September every year at such time and place as the Managing Committee may decide.

24. The Annual General Meeting shall also be called Ordinary General Meeting. All other meetings of the Federation shall be called Extra-Ordinary General Meetings.
25. The Managing Committee may, whenever it thinks fit, and shall on requisition made in writing by at least one fifth (1/5) of the total number of members, convene an Extra-Ordinary General Meeting. Any such requisition shall specify the objects for which the Meeting is so called and shall be signed by the Members making the same and be delivered at the Federation's office.
26. If the Managing Committee fails to convene an Extra-Ordinary General Meeting within 45 days from the date of receipt of requisition, the requisitionists shall have the power to convene the Extra-Ordinary General Meeting themselves within six weeks after the delivery of requisition.
27. Twenty one days' notice shall be given for every Ordinary General Meeting or Extra-Ordinary General Meeting to all the members specifying the place, day and hour of the meeting and the agenda for the same. Provided, however, that the President, Vice- President /Regional Vice-President of the Federation shall have the power, at his discretion, to cause an emergency meeting of the Federation to be convened at any time on giving two clear days' notice thereof to the members.
28. The accidental omission to give any such notice to any member shall not invalidate any resolution passed at any such meeting. The President, Vice-

President/Regional Vice-President can invite any suitable person as observer to any meeting. Such invitee shall have no voting rights.

GENERAL BODY MEETINGS

29. At the Annual General Meeting the following business shall be transacted:
 - (a) To adopt the minutes of previous General Meetings;
 - (b) To receive and adopt the report of the Managing Committee for the relevant year about the management and affairs of the Federation;
 - (c) To receive and adopt the audited accounts of the Federation for the relevant financial year;
 - (d) To elect the Eight members of the Managing Committee;
 - (e) To appoint auditors;
 - (f) Such other business as may be specified in the Notice /Agenda-convening the meeting.

30. 2/3rd of total members shall form a quorum. No business shall be transacted at any General Meeting unless the quorum requisite be present at the commencement of the meeting.

31. The President or Vice-President/Regional Vice-President for the time being of the Federation shall preside at and be the Chairman of Ordinary and Extra-Ordinary General Meetings at which he shall be present and in case of absence of the President and Vice President/Regional Vice-President the Managing Committee members shall elect a Chairman of the Meeting.

32. If, within half an hour from the time scheduled for the meeting the requisite quorum is not present, the meeting, if convened upon a requisition of the members, shall be dissolved. In any other case, it shall be adjourned for 30 minutes and re-convened. At such adjournment the members present shall constitute the quorum.
33. Except as otherwise provided, every resolution submitted to a meeting shall be decided by a majority of votes and in the case of equality of votes, the Chairman shall have a second or casting vote.
34. A declaration by the Chairman that a resolution has been carried by a particular majority, or lost, or not carried by a particular majority and an entry to that effect in the minute books of the proceedings of the Federation shall be final and conclusive.
35. The Chairman of a General Meeting may, with the consent of the meeting adjourn the same from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting so adjourned.

MEETINGS OF THE MANAGING COMMITTEE

36. The Managing Committee shall meet at such time as they may deem advisable. Atleast one meeting of the Managing Committee shall be held in every three months.

The President, Vice-President / Regional Vice-President of the Federation, and in case of their absence, the Chairman elected shall preside at all the Meetings

of the Managing Committee. The Managing Committee may meet for the dispatch of business, adjourn and otherwise regulate its meetings and business, as it thinks fit, and may determine the quorum necessary for the transaction of business, and until otherwise determined, V members of the Committee shall form quorum. The President, the Vice-President/Regional Vice-President or any of the Secretaries or the Treasurer may, and the Secretary upon the direction of the President, Vice-President/Regional Vice-President summon a meeting of the Committee.

37. Any question may be dealt with by the Managing Committee upon the Secretary circulating the papers concerning the same and by the members recording their opinion on the same but upon a request in writing in that behalf by two members of the Managing Committee the Secretary shall notwithstanding the last preceding clause, summon a meeting of the Managing Committee to consider such question.
38. Questions at any meeting of the Managing Committee shall be decided by a majority of votes, and in case of an equality of votes the Chairman shall have a second or casting vote.
39. A member of the Managing Committee may resign by giving notice in writing to the Secretary but in the event of the Secretary wishing to resign, such notice shall be given to the President or Vice-President/Regional President.
40. Any member of the Managing Committee failing to attend three consecutive meetings, without leave of absence of the Managing Committee shall be

deemed to have vacated his office; and such a vacancy may be filled up by the Managing Committee. The member so vacating may be reappointed. In case of vacancy of the office of President, Vice-President/Regional Vice-President, rule 15 will apply.

POWERS OF MANAGING COMMITTEE

41. The Management, control and administration of the affairs of the Federation shall be vested in the Managing Committee. In addition to the powers and authorities by these Rules expressly conferred upon, the Managing Committee may exercise all such powers and do all such acts and things as may be exercised and done by the Federation and are not hereby or by legislative enactment expressly directed or required to be exercised or done by the Federation in the General Meeting.

42. Without prejudice to the above, the Managing Committee shall have power:-
 - (a) To make or alter rules from time to time,
 - (b) To delegate, subject to such conditions as they think fit, any of their powers to subcommittees consisting of such member or members of the Committee or other person or persons being members of the Federation as they may think fit and to make such regulations as to the proceedings of such Sub-Committee,
 - (c) To communicate, correspond or represent to the Government of India, Parliament, Legislature, Central Board of Direct Taxes or such other Government bodies and persons as may be necessary,

- (d) To appoint, and from time to time, to remove such clerks, Managers and servants in the employment of the Federation and to fix the remuneration,
- (e) To purchase, take on lease, hire or otherwise acquire or hold any movable or immovable property, rights or other privileges and to improve and develop any or all of them which may be deemed necessary or convenient for any of the purposes of the Federation,
- (f) To build construct, maintain, repair, adapt alter improve or develop or furnish any building or works considered necessary or convenient for the purpose of the Federation,
- (g) To contribute, subscribe or purchase or in any other manner acquire ownership flat in any building or to become a member of a cooperative Society directly or through the office bearers or other members of the Society with a view to acquire such ownership flat for the purpose of promotion of the objects of the Federation,
- (h) To sell, assign, mortgage, lease, exchange, transfer or dispose off, turn to account or otherwise deal with all or any property movable or immovable of the Federation as may be necessary or convenient for the working of the Federation,
- (i) To borrow, raise or secure the payment of, money in such manner as the Committee may deem proper or convenient for the furtherance of the various aims and objects of the Federation and in particular by issue of bonds, debentures, bills of exchange, promissory notes or the obligations as securities of the Federation and to purchase, redeem or pay off any such obligations or securities,

- (j) To do all such acts and things as may be necessary for promoting the objects of the Federation as set forth in the Memorandum of Association, including entering into insurance schemes for the benefit of its members,
- (k) setting up, operating and managing educational institutions to impart professional knowledge and competence in the field of aviation, to sign and execute all necessary documents in pursuance of the same, take all actions and do all such acts, deeds, matters and things, as it may, in its absolute discretion, deem necessary, desirable, incidental or expedient to the achievement of the objects of the Federation,
- (l) To invest the funds of the Federation in such manner as may from time to time be determined,
- (m) To negotiate and enter into any arrangements with other professional bodies, government, municipal or local authorities that may seem conducive to all or any of the objects of the Federation,
- (n) To appoint or employ any persons that may be required for the purposes of carrying out the objects and functions of the society and to pay them or to other persons salaries, wages, gratuities, provident funds, pensions, Commissions, fees and such other emoluments,
- (o) To accept any gift, grant, donation, contribution or subscription for the promotion of the objects of the Federation and to issue appeals and applications for money and funds.
- (p) To contribute, donate and to give aid pecuniary or otherwise to any person, association, body and/or movement having objects similar to those of Federation,

- (q) To prepare and maintain accounts and other relevant records and annual statements of account including income and expenditure account and Balance sheet of the Federation,
 - (r) To exercise all powers in respect of all funds and effects of the Federation not specifically provided in these Rules.
43. The income and the property of the Federation whensoever derived shall be applied solely towards the promotion of the objects of the Federation as set forth in the Memorandum of Association and no portion thereof shall be paid or transferred directly or indirectly by way of dividend or bonus or otherwise howsoever, by way of profit to the persons who at any time or have been members of the Federation or in any person claiming through any of them. Provided that nothing herein contained shall prevent the payment in good faith of remuneration to any officers or servants of the Federation or to any member thereof or other person in return for any service actually rendered to the Federation or the payment or interest of money borrowed from any member of the Federation or payments made for subsidising the expenses incurred in respect of giving benefit to the members to carry out the objects thereof.
44. The liabilities of the members is limited but if any member of the Federation pays or receives any dividend, bonus or other profits in contravention Para 43 above, he shall refund the same to the Federation.
45. Every member of the Federation undertakes to contribute to the assets of the Federation in the event of its being wound up during the time that he is a

member or within one year afterwards, for payment of the debts and liabilities of the Federation contracted before the time at which he ceases to be a member and for all the costs, charges and expenses of winding up the same, and for the adjustment of the rights of contributories among themselves such amount as may be required, not exceeding Re.1/-

ACCOUNTS

46. The Accounts shall be closed on 31st day of March in each year and shall be audited by the Chartered Accountant or a firm of Chartered Accountants.
47. Report of the Committee together with audited income and expenditure account and Balance Sheet shall be sent to the Members along with the notice of Annual General Meeting.
48. The funds of the Federation exceeding the sum of Rs. 15,000/- (rupees fifteen thousand only) which can be revised from time to time shall be placed with any bank in Mumbai and such part thereof which in the opinion of the Managing Committee is not immediately required may be invested in accordance with Section 20 of the Indian Trust Act of 1882 and/or in deposits with banks on the fixed or call basis and/or in units of Unit Trust of India and/or National Savings Certificates and/or such other investments as may be permitted by the Charity Commissioner. The aforesaid investments shall be made in the name of the Federation by the Managing Committee from time to time. The Bank account of the Federation shall be operated by any two of the office bearers, viz. President, Treasurer and Secretaries. The direction by the

Managing Committee to buy, sell or transfer the said investments shall be sufficient authority to act upon.

ADDRESSES OF MEMBERS

49. Every Member shall state in his application for membership his full address. Any change in address shall be notified to the Secretary in writing.

NOTICES

50. A notice may be served upon any member either (i) personally; (ii) by sending it through the post in a prepaid letter addressed to such member at his registered address; (iii) through courier addressed to such member at his registered address, and/or (iv) by electronic mail system to the registered e-mail ID of the members.

Service would be deemed to have been completed if (i) handed over personally: upon such handing over of the notice; (ii) sent by post: as provided in Rule 51 below; (iii) sent through courier: upon completion of 3 (three) days from the date of dispatch and (iv) sent by electronic mail system or email: when sent to the registered e-mail ID of the member.

51. Any notice sent by post shall, if the address of the member to whom it shall have been sent in the City of Mumbai, be deemed to have been served at the expiration of 24 hours after the same has been posted, and if the address of the member to whom it shall have been sent be out of the city of Mumbai, such notice shall be deemed to have been served at the expiration of 48 hours after the same has been posted, and in proving such service, it shall be

sufficient to prove that the letter containing the notice was properly addressed and put into the Post Office.

52. The number of "days" prescribed for any notice under these Rules shall mean clear days.

REMOVAL OF A MEMBER

53. If any member shall fail in observance of any of the provisions of these Rules or of any of the Rules of the Federation made under the powers conferred by these Rules, or any member shall act against the interest of the Federation, the Committee may convene a Special General Meeting for the purpose of considering the propriety of removing such member from the Federation.
54. The Committee shall cause notice in writing to be sent to the member whose conduct is under consideration appraising him of the fact and giving him an opportunity either of attending personally before the Committee or addressing a written communication to them in explanation or otherwise of the subject matter of the enquiry, and seven days previous notice shall be given to him of the General Meeting called to consider his conduct.
55. Notice of such Special General Meeting shall be sent to each member, and the Federation may by a Resolution passed at such Meeting express their opinion as to the conduct of such member and may by a Resolution expel such member from the Federation.

ALTERATION OF RULES AND REGULATIONS

56. The Federation may amend, alter, delete, substitute or add to the Rules and Regulations of the Federation by a resolution at the General Meeting of the Federation, provided such resolution is passed by at least 3/5th of members voting at the meeting called for the purpose. The Members may vote in-person or by way of e-voting at the said General Meeting.

The Federation may alter, extend, abridge or amend its objects or purposes, or name of the Federation within the meaning of the Societies Registration Act, 1860, in the manner provided by Section 12/12A of the said Act.

SEAL

57. The Seal of the Federation shall be prepared for the purpose of the Federation and it shall not be used or affixed to any instrument except by the authority or resolution of the Managing Committee and in the presence of any two of the office bearers.

INDEMNITY

58. All acts done by the members of the Managing Committee in good faith shall not be invalidated-The office bearers, members of the Managing Committee and the employees of the Federation and the Auditors of the Federation shall be indemnified out of the funds of the Federation against all claims, liabilities, losses, costs, charges and expenses that may at any time be made against or incurred by them in the discharge of the duties or in the conduct of the Federation's activities except such as are incurred by their own willful neglect or default.

59. If upon the winding up or dissolution of the Federation, there remains, after the satisfaction of all the debts and liabilities any property whatsoever, the same shall not be paid to or distributed amongst the members of the Federation, but shall be given or transferred to some other institution or institutions objects similar to the objects of the Federation. The provisions of Section 13 and 14 of the Societies Registration Act, 1860 shall, so far as applicable, be complied with.
60. The aims objects & activities of the federation shall extend to the whole of India and abroad.