

# ALTERATIONS AND AMENDMENTS TO THE BY-LAWS OF THE INSTITUTE OF MARINE ENGINEERS

## SCHEDULE 1

### Existing By-Law

1. These By-Laws shall be interpreted in accordance with the provisions of the Royal Charter of the Institute dated 19th April, 1933, and particularly of Article 21 thereof, and all Supplemental Charters for the time being in force. Subject as aforesaid and except where inconsistent with the context the following expressions shall have the following meanings:—

“The Institute” means the Institute of Marine Engineers.

“The Council” means the Council of the Institute.

“Roll” means the Membership Roll of the Institute.

“Corporate member” means any person on the Roll as a Fellow or Member and “Corporate membership” shall be construed accordingly.

“Voting member” means any person being a Corporate member or on the Roll as an Associate Member, and “Voting membership” shall be construed accordingly.

Except where it is used attributively to describe membership of the Council or staff, or where it is otherwise qualified by an adjective, the word “member” shall mean any person on the Roll.

“Registration Board” means the Engineers Registration Board set up by the Council of Engineering Institutions.

“Register” means the register for engineers of professional and technical competence maintained by the Registration Board.

“Secretary” includes any deputy or assistant secretary and any person appointed by the Council to perform temporarily the duties of the Secretary or any of them.

“The Charters” means the said Royal Charters and all Supplemental Charters for the time being in force.

“The Statutes” means the Companies Acts 1948 and 1967.

Words importing the masculine gender shall include the feminine and words in the singular shall include the plural and vice versa.

“Approved”, “laid down” and “recognized” shall mean approved, laid down and recognized by the Council.

“Financial year” shall mean the period from 1st October in one year to 30th September inclusive in the next succeeding year. “Year” unqualified by the word “financial” shall mean the period from 1st January to 31st December.

### Proposed Revised By-Law

1. These By-Laws shall be interpreted in accordance with the provisions of the Royal Charter of the Institute dated 19th April, 1933, and particularly of Article 21 thereof, and all Supplemental Charters for the time being in force. Subject as aforesaid and except where inconsistent with the context the following expressions shall have the following meanings:—

“the Institute” means the Institute of Marine Engineers.

“the Council” means the Council of the Institute.

“the Roll” means the Membership Roll of the Institute.

“Corporate member” means any person on the Roll as a Fellow or Member and “Corporate membership” shall be construed accordingly.

“Voting member” means any person being a Corporate member or on the Roll as an Associate Member, and “Voting membership” shall be construed accordingly.

Except where it is used attributively to describe membership of the Council or staff, or where it is otherwise qualified by an adjective, the word “member” shall mean any person on the Roll.

“the Registration Board” means the Engineers Registration Board set up by the Council of Engineering Institutions.

“the Register” means the register for engineers of professional and technical competence maintained by the Registration Board.

“the Secretary” includes any deputy or assistant secretary and any person or body of persons appointed by the Council to perform temporarily the duties of the Secretary or any of them.

“the Charters” means the said Royal Charter and all Supplemental Charters for the time being in force.

“the Statutes” means the Companies Acts 1948, 1967, 1976, and 1980.

Words importing the masculine gender shall include the feminine and words in the singular shall include the plural and vice versa.

“Approved”, “laid down” and “recognized” shall mean approved, laid down and recognized by the Council.

“Financial year” shall mean the period from 1st October in one year to 30th September inclusive in the next succeeding year. “Year” unqualified by the word “financial” shall mean the period from 1st January to 31st December.

To comply with the revised description of certificates of competency issued by The Department of Trade references should be as follows:—

For First Class - read Class I

For Second Class - read Class II

### Explanatory Notes

Drafting amendment

## SCHEDULE 2

### Existing By-Law

2. (1) There shall be six classes of member, namely:
- (i) Fellows;
  - (ii) Members;
  - (iii) Associate Members;
  - (iv) Associates;
  - (v) Companions;
  - (vi) Consociates.

### Proposed Revised By-Law

2. The classes of persons constituting the Institute hereinafter called “Corporate Members”, shall be:

- (i) Honorary Fellows who are entitled to exercise the rights of Corporate Members;
- (ii) Fellows;
- (iii) Members.

Privileges in relation to the Institute shall be granted to the following classes of persons, who shall be Non-Corporate Members:

- (i) Honorary Fellows who are not entitled to exercise the rights of Corporate Members;
- (ii) Associate Members;
- (iii) Associates;
- (iv) Companions;
- (v) Consociates.

The names of all Corporate and Non-Corporate Members shall be entered on the Roll.

### Explanatory Notes

Clarification



3. Subject to the general conditions laid down in By-Laws 10 to 18 governing the election or transfer of candidates to the various classes of membership, the regulations set out in the six next succeeding By-Laws shall be observed.

4. Fellows. Candidates for election or transfer to the class of Fellows shall be persons who, in the opinion of the Council, are in a position to further the objects and purposes for which the Institute is constituted, shall be at least thirty years of age and shall either:—

- (1) (a) have academic qualifications laid down by the Council in its Rules, not lower than the standard for the time being accepted by the Council of Engineering Institutions for inclusion in the Chartered Engineers Section of the Register; and
- (b) have not less than seven years' engineering or shipbuilding experience of which not less than two years must have been devoted to practical training or must have been spent in a position or positions deemed to provide such training; provided that the aforementioned experience and training be of a nature approved by the Council; and
- (c) have held for not less than five years a superior position of professional responsibility in marine engineering or in any branch of the engineering profession which has an application in the design, building or operation of ships or their machinery or contributes in any way to marine technology; or
- (2) (a) in the case of candidates who have reached forty years of age when or before these By-Laws came into force and do not satisfy the requirements of paragraph (1) (a) of this By-Law but have academic qualifications of a standard not less than the requirements of paragraph (a) of By-Law 6 and have passed the special academic test required by the Council of Engineering Institutions for mature candidates; and
- (b) have held for not less than ten years a superior position of professional responsibility in marine engineering or in any branch of the engineering profession which has an application in the design, building or operation of ships or their machinery or contributes in any way to marine technology.
- (3) The provisions of By-Law 4(2) (a) and (b) shall cease to have effect ten years after these By-Laws shall have been approved.

5. Members. Candidates for election or transfer to the class of Members shall be persons who, in the opinion of the Council, are in a position to further the objects and purposes for which the Institute is constituted, shall be at least twenty-five years of age and shall:—

- (a) have academic qualifications laid down by the Council in its Rules, not lower than the standard for the time being accepted by the Council of Engineering Institutions for inclusion in the Chartered Engineers Section of the Register; and
- (b) have not less than three years' engineering or shipbuilding experience, of which not less than two years must have been devoted to practical training, or which must have been spent in a position or positions deemed to provide such training, provided that the aforementioned experience and training be of a nature approved by the Council; and

3. Candidates for admission or transfer to classes of Fellows, Members, Associate Members and Associates shall be persons who are able to satisfy the Council that they are in a position to further the objects and purposes for which the Institute is constituted.

4. Fellows shall comprise every person who has been admitted into the class of Fellows so long as his name is on the Roll as such. Every candidate for admission or transfer to the class of Fellows shall either:—

- (1) (a) be a Member or have fulfilled the conditions laid down for admission to the class of Members; and
- (b) if not a Member, be at least 30 years of age; and
- (c) have held for not less than 5 years a superior position of professional responsibility in marine engineering or in any branch of the engineering profession which has an application in the design, building or operation of ships or their machinery or contributes in any way to marine technology; or
- (2) (a) have high educational qualifications and have made an outstanding contribution to the advancement of marine engineering or any branch of the engineering profession which has an application in the design, building or operation of ships or their machinery or contributes in any way to marine technology; the noteworthy element to have been either academic, managerial, research or technical; and he shall occupy such a prominent position in the profession of marine engineering that his admission as a Fellow would in the opinion of the Council further the objects and purposes for which the Institute is constituted; and
- (b) have held for not less than 5 years a position of senior responsibility in engineering design, building or operation or on important engineering research or in management or as a professor of engineering or as a senior member of the engineering staff in a University or College which has a regular course of study leading to an academic qualification approved by the Council; or
- (3) (a) in the case of candidates who have reached forty years of age and do not satisfy the requirements of paragraphs 1(a) and (c) and 2(a) and (b) of this By-Law but have academic qualifications of a standard not less than the requirements of paragraphs 1 and 2(b) of By-Law 6; and
- (b) have held for not less than ten years a superior position of professional responsibility in marine engineering or in any branch of the engineering profession which has an application in the design, building or operation of ships or their machinery or contributes in any way to marine technology.

5. Members shall comprise every person who has been admitted into the class of Members so long as his name is on the Roll as such. Every candidate for admission or transfer to the class of Members shall either:—

- (1) (a) be an Associate Member qualified in accordance with By-Law 6(1) or have fulfilled the conditions laid down in By-Law 6(1) for admission to the class of Associate Members; and
- (b) be at least 30 years of age; and
- (c)(i) have held for not less than 3 years an appointment as Chief Engineer Officer in the Merchant Navy on a ship on which there was a statutory requirement that the holder of the appointment should possess a First Class Certificate of Competency issued by the Department of Trade, together with such additional requirements concerning professional responsibility as may be required by the

New composite By-Law embodying first sentence of existing By-Laws 4, 5, 6, 7.

In line with the views expressed in the President's statement.

In line with the views expressed in the President's statement.



- (c) have held for not less than two years a position of professional responsibility in marine engineering or in any branch of the engineering profession which has an application in the design, building or operation of ships or their machinery or contributes in any way to marine technology.

6. Associate Members. Candidates for election or transfer to the class of Associate Members shall be persons who, in the opinion of the Council, are in a position to further the objects and purposes for which the Institute is constituted, shall be at least twenty-three years of age and shall:—

- (a) have academic qualifications laid down by the Council in its Rules not lower than the standard for the time being accepted by the Registration Board for inclusion in the Technician Engineer section of the Register; and
- (b) have had not less than five years' engineering or shipbuilding experience of which not less than two years must have been devoted to practical training, such experience and training being of a nature approved by the Council.

7. Associates. Candidates for election or transfer to the class of Associates shall be persons who, in the opinion of the Council, are in a position to further the objects and purposes for which the Institute is constituted, shall be at least twenty-one years of age and shall:—

- (a) have academic qualifications laid down by the Council in its Rules not lower than the standard for the time being accepted by the Registration Board for inclusion in the Engineering Technicians section of the Register; and
- (b) have had not less than three years' engineering or shipbuilding experience of which not less than two years must have been devoted to practical training, such experience and training being of a nature approved by the Council.

Rules laid down by the Council from time to time; or

- (ii) have held under another National Authority an appointment deemed by the Council to be equivalent to the requirements of subsection (i) above; or
  - (iii) have held such combination of appointments in accordance with subsections (i) and (ii) above, together with such positions of professional responsibility in marine engineering or in any branch of the engineering profession which has an application in the design, building or operation of ships or their machinery or contributes in any way to marine technology as may be deemed by the Council to be equivalent to the requirements of subsection (i) above; or
  - (iv) hold such Naval appointment and have had such Naval responsibility and experience as may be required by the Rules laid down by the Council from time to time; or
- (2) (a) be at least 25 years of age; and
  - (b) have the academic qualifications laid down by the Council in its Rules in accordance with By-Law 11; and
  - (c) have had such engineering or shipbuilding training and experience as may be required by the Rules laid down from time to time by the Council; and
  - (d) have had such experience in a position of professional responsibility in marine engineering or in any branch of the engineering profession which has an application in the design, building or operation of ships or their machinery or contributes in any way to marine technology as may be required by the Rules laid down from time to time by the Council; and
  - (e) have complied with Regulations laid down by the Council from time to time to enable the Council to be satisfied that the candidate has acquired adequate technical and professional competence.

6. Associate Members shall comprise every person who has been admitted into the class of Associate Members so long as his name is on the Roll as such. Every candidate for admission or transfer to the class of Associate Members shall either:—

- (1) hold a First Class Certificate of Competency issued by the Department of Trade; or a certificate issued by another National Authority, recognised to be of equivalent standing; or an equivalent Naval qualification; or
- (2) (a) be at least 23 years of age; and
- (b) have academic qualifications laid down by the Council in its Rules in accordance with By-Law 11; and
- (c) have had not less than 5 years' engineering or shipbuilding experience of which not less than 2 years must have been devoted to practical training of a nature approved by the Council.

7. Associates shall comprise every person who has been admitted into the class of Associates so long as his name is on the Roll as such. Every candidate for admission or transfer to the class of Associates shall either:—

- (1) hold a Second Class Certificate of Competency issued by the Department of Trade or a certificate issued by another National Authority, recognised to be of equivalent standing; or
- (2) (a) be at least 21 years of age; and
- (b) have academic qualifications laid down by the Council in its Rules in accordance with By-Law 11; and
- (c) have had not less than 3 years' engineering or shipbuilding experience of which not less than 2 years must have been devoted to practical training, such experience and training being of a nature approved by the Council.

Redrafted for the sake of clarity.

Redrafted for the sake of clarity.



8. Companions. Those members who are on the Roll as Companions on the date on which these By-Laws are approved shall remain on the Roll until such time as they may, in accordance with the provisions of any of these By-Laws, resign or be removed from the Roll.

9. Consociates. Candidates for election to the class of Consociates shall be at least seventeen years of age and shall be persons who, in the opinion of the Council, are likely to have a sufficient interest in, or may contribute to, the activities of the Institute.

2. (2) The Council have power to elect from time to time:  
(i) Honorary Fellows;

8. Companions shall comprise every person who has been elected to the class of Companions so long as his name is on the Roll as such. The Council shall have power to elect from time to time as Companions persons who are not eligible for Corporate membership of the Institute who in the opinion of the Council have a sufficient interest in the affairs of, and have given outstanding or noteworthy service to, the Institute or marine engineering.

9. Consociates shall comprise every person who has been admitted into the class of Consociates so long as his name is on the Roll as such. Every candidate for admission to the class of Consociates shall be a person who, in the opinion of the Council, is likely to have a sufficient interest in, or may contribute to, the activities of the Institute.

10. Honorary Fellows shall comprise every person who has been elected to the class of Honorary Fellows so long as his name is on the Roll as such. The Council shall have power to elect from time to time as a signal honour or as a mark of high appreciation, Honorary Fellows. In the case of a Corporate member so elected, he shall, after such election, continue to exercise all rights of a Corporate member, even though he may have been or may be relieved by the Council on such election from the liability of paying further subscriptions.

11. The academic qualifications laid down by the Council in its Rules for the admission of:—

- (a) Members, other than those candidates qualified in accordance with By-Law 5 (1), shall be not lower than the standard for the time being accepted by the Registration Board for inclusion in the Chartered Engineers Section of the Register.
- (b) Associate Members, other than those candidates qualified in accordance with By-Law 6(1), shall be not lower than the standard for the time being accepted by the Registration Board for inclusion in the Technician Engineers Section of the Register.
- (c) Associates, other than those candidates qualified in accordance with By-Law 7 (1), shall be not lower than the standard for the time being accepted by the Registration Board for inclusion in the Engineering Technicians Section of the Register.

To provide for election as Companions, a provision previously enjoyed.

Age requirement removed.

New—clarifying election of Honorary Fellows.

New—embodying existing By-Laws 5(a), 6(a) and 7(a)

### SCHEDULE 3

#### Existing By-Law

2. (3)

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11. Every application form shall be signed by the proposer and if applicable, the seconder, and shall give the name of a referee. All application forms shall be sent or handed to the Secretary accompanied by an entrance fee, if appropriate, as specified in By-Law 28.

12. All application forms for admission, after receipt and registration by the Secretary, shall be open to inspection by Voting members up to 10.00 on the date of the election.

13. The election of all candidates shall be vested in the Council.

14.

15. Any person duly elected shall be given notice thereof by the Secretary, but until he has paid his first annual subscription which shall become due on election, he shall not be entered on the Roll. If he does not pay the first annual subscription within four months from his election, or such extended period as the Council may allow, such election shall become void.

16. In the event of a member acquiring such additional qualifications as are herein specified as necessary for transfer to a higher class of membership, such person shall be allowed to make application to the Council for transfer to the appropriate higher class.

#### Proposed Revised By-Law

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14. Every application form shall be signed by the proposer and if applicable, the seconder, and shall give the name of a referee. All application forms shall be sent or handed to the Secretary accompanied by an entrance fee, and the first annual subscription, if appropriate, as specified in By-Law 30 and By-Law 31 respectively.

15. The election of all candidates shall be vested in the Council, and a list of those candidates to be elected shall be open to inspection by Voting members prior to submission to Council.

16.

17. Any person duly elected shall be given notice thereof by the Secretary, but until he has paid his first annual subscription which shall become due on election, he shall not be entered on the Roll. If he does not pay the first annual subscription within four months from his election, or such extended period as the Council may allow, such election shall become void. For the purposes of this By-Law, when payment of the first annual subscription is made by cheque, such subscription shall not be treated as having been paid until the cheque shall have been cleared.

18. In the event of a member acquiring such additional qualifications as are herein specified as necessary for transfer to another class of membership, such person shall be allowed to make application to the Council for transfer to the appropriate class.

#### Explanatory Notes

Re-numbered

Re-numbered.

Self-explanatory

Ensures that the Council's discretion extends to all the requirements.

Re-numbered.

Self-explanatory

Flexibility.



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21.	The rights and privileges of every member shall be personal to himself, and shall not be transferable or transmissible by his own act or by operation of law.	
22.	Each Fellow or Member is entitled to use the title of the class to which he belongs, and to use after his name the designatory letters "F.I.Mar.E." or "M.I.Mar.E." as the case may be, and may in addition use the designation "Chartered Marine Engineer". Each Honorary Fellow is entitled to use the title of the class to which he belongs, and to use after his name the designatory letters "Hon. F.I. Mar.E.", but may not use the designation "Chartered Marine Engineer" unless he fulfils the requirements for election to Corporate membership. No different abbreviations may be used by an Honorary Fellow, Fellow or Member to describe his relationship to the Institute. Only Corporate members whose names have been entered by the Registration Board in the section of the Register for Chartered Engineers may use, in accordance with the Royal Charter and By-Laws of the Council of Engineering Institutions, the style and title of "Chartered Engineer" and the designatory letters "C.Eng.".	
23.	Each Associate Member whose name has been entered by the Registration Board in the section of the Register for Technician Engineers may use the title of the class of membership to which he belongs and, after his name, the designatory letters "T.Eng. (C.E.I.) A.M.I.Mar.E.". He may also, in accordance with the Royal Charter and By-Laws of the Council of Engineering Institutions use the style and title of "Technician Engineer (C.E.I.)".	
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28.	An entrance or transfer fee of an amount to be determined by the Council but not more than £20 shall be paid by each candidate on application for election or transfer. Three-fifths of the fee paid shall be returned to such candidate in the event of not being elected or transferred. For applicants for membership under the age of twenty-two, no entrance fee shall be required.	
29.	An annual subscription of an amount to be determined by the Council but not more than £35 shall be paid by each member. All subscriptions shall be payable in advance and shall become due on the first day of each financial year. Subscriptions shall be exclusive of any registration fee due consequent upon inclusion in the Register. Members elected during the first nine months of the financial year shall be required to pay immediately a full year's subscription; members elected in the last three months of the financial year shall be required to pay a full year's subscription at the rate applicable in the succeeding financial year immediately which shall be taken as payment for the remainder of that financial year and the whole of the succeeding financial year, and until such payments be made those elected shall not be entitled to any of the privileges attached to membership.	
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31.	Any person whose name shall have remained continuously on the Roll for fifty years shall be entitled to receive a certificate to that effect and thenceforth be relieved of the liability to pay subscriptions.	
32.	The Council may remit subscriptions and/or arrears of subscriptions in whole or in part in the case of any person who, in their opinion, would suffer hardship if required to pay the same in full.	
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33. If any member shall have allowed his subscription for any financial year to fall one month in arrear, the Secretary shall notify him of the same, and if he does not pay such subscription within the space of one month from the date of such notification, the Council shall have the power to withhold such privileges of membership as it may think fit. In no case shall any Voting member be entitled to vote at any meeting unless he has paid in full all subscriptions due at the date of such meeting.

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35. If any member shall allow his subscription for one year to fall six months in arrear, the Secretary shall notify him of the same, and if he does not pay such subscription within the space of six months from the date of such notification, the Council may delete his name from the Roll at any time thereafter, and he shall thereupon cease to be and have any rights as a member. Provided always that this By-Law shall not be construed so as to compel the Council to delete any name if they shall be satisfied that the same ought to be retained.

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39. The business of the Institute shall be managed by a Council of up to fifty-two Voting members, of whom one shall be the President, one shall be the Deputy President, up to fifteen shall be Vice-Presidents, one shall be the Honorary Treasurer for the time being, twenty-four shall be Fellows, four shall be Members, and up to six shall, subject as hereinafter mentioned, be Associate Members. For every five hundred Associate Members up to three thousand, there shall be one Associate Member on the Council. If, as a result of an increase or decrease at any time in the number of Associate Members, the maximum number of Associate Members on the Council would fall to be adjusted, such adjustment shall be made at the next succeeding Annual General Meeting.

40. The President shall be a Fellow or Honorary Fellow. The Deputy President, the Vice-Presidents and the Honorary Treasurer shall be Fellows.

41. The Immediate Past Presidents shall have the privilege to attend meetings of the Council for a period of three years after retirement from the office of President, but shall have no power to vote at these meetings. The Chairmen of the Branches of the Institute at home and overseas shall have the privilege to attend Council meetings, but without power to vote.

42. (a) At each Annual General Meeting, the President shall retire from the Council, but he may in circumstances which the Council deems to be exceptional, be re-elected as President for a further period of one year. The President shall not remain in office for more than two years.

(b) At each Annual General Meeting, the Deputy President shall retire, but shall, in circumstances which the Council deems exceptional, be eligible for re-election.

(c) At each Annual General Meeting, there shall retire from the Council such number (if any) of Vice-Presidents as may be necessary to bring the number of Vice-Presidents retiring at that meeting, after taking into account Vice-Presidents retiring under By-Law 46, to five. The Vice-Presidents so to retire shall be those longest in office. As between persons who were last elected on the

35. If any member shall have allowed his subscription for any financial year to fall **three** months in arrear, the Secretary shall notify him of the same, and if he does not pay such subscription within the space of **three** months from the date of such notification, the Council shall have the power to withhold such privileges of membership as it may think fit. In no case shall any Voting member be entitled to vote at any meeting unless he has paid in full all subscriptions due at the date of such meeting.

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37. If any member shall allow his subscription for **any financial** year to fall six months in arrear, the Secretary shall notify him of the same, and if he does not pay such subscription within the space of six months from the date of such notification, the Council may delete his name from the Roll at any time thereafter, and he shall thereupon cease to be and have any rights as a member. Provided always that this By-Law shall not be construed so as to compel the Council to delete any name if they shall be satisfied that the same ought to be retained.

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41. **The business of the Institute shall be managed by a Council of up to fifty-three Voting members, of whom:**

(a) **one shall be the President, up to two shall be Deputy Presidents, up to fifteen shall be Vice-Presidents, one shall be the Honorary Treasurer for the time being, and**

(b) **disregarding the President, Deputy President, Vice-Presidents and Honorary Treasurer for these purposes, twenty-four shall be Fellows, four shall be Members, and subject as hereinafter mentioned, up to six shall be Associate Members. For every five hundred Associate Members on the Roll at 30th September in any financial year up to three thousand, there shall be one Associate Member on the Council following the Annual General Meeting held in the next succeeding financial year. If as a result of an increase or decrease at any time in the number of Associate Members, the maximum number of Associate Members on the Council would fall to be adjusted, such adjustment shall be made at the next succeeding Annual General Meeting.**

**In determining the eligibility of any member to become or remain a member of the Council, regard shall be had only to the class of membership into which he falls at the time of his appointment, reappointment, election or re-election, as the case may be.**

42. The President shall be a Fellow. The Deputy Presidents, the Vice-Presidents and the Honorary Treasurer shall be Fellows.

43. The immediate past Presidents shall have the privilege to attend meetings of the Council for a period of three years after retirement from the office of President, but shall have no power to vote at these meetings. The Chairmen of the Branches of the Institute in the **United Kingdom and elsewhere** shall have the privilege to attend Council meetings, but shall have no power to vote.

44. (a) The President shall serve for one term of office only, save that in circumstances which the Council deem to be exceptional, he may be re-appointed as President for a further period of one year. No President shall remain in office for more than three years. (For the purposes of this clause only the term of office is defined as the period between the date of appointment as President at an Annual General Meeting and the date of retirement at the next but one Annual General Meeting.)

(b) At each Annual General Meeting, the Deputy Presidents shall retire, but shall be eligible for re-election.

(c) At each Annual General Meeting, there shall retire from the Council such number (if any) of Vice-Presidents as may be necessary to bring the number of Vice-Presidents retiring

More realistic.

Re-numbered.

Conforms to By-Law 35.

Re-numbered.

Re-numbered. By-Law references altered to conform.

Re-numbered.

Re-drafted for the sake of clarity. Flexibility

Complies with practice. Conforms to By-Law 41.

"Immediate Past Presidents" not a defined term. "home and overseas" has no legal meaning.

(a) Presidential term of office extended.

(b) Conforms to By-Law 41.

By-Law references altered to conform. Words added for the sake of clarity.



same day, those to retire shall (unless they otherwise agree amongst themselves) be determined by lot. Vice-Presidents retiring from office pursuant to this By-Law shall be eligible for immediate re-election, provided that no person may hold the office of Vice-President for a period exceeding two terms of office ("term of office" being defined as the period between the date of election to Vice-President at an Annual General Meeting and the date of retirement under the provisions of this By-Law).

43. (a) At each Annual General Meeting, there shall retire from the Council such number (if any) of Fellows (excluding for the purposes of this By-Law, the President, Deputy President, Vice-Presidents and Honorary Treasurer) as may be necessary to bring the number of Fellows retiring at that meeting, after taking into account Fellows retiring under By-Law 46, to six. The Fellows so to retire shall be those longest in office. As between persons who were last elected on the same day, those to retire shall (unless they otherwise agree amongst themselves) be determined by lot. Fellows retiring pursuant to this By-Law shall not be eligible for re-election until the Annual General Meeting following that at which they retired except as provided under By-Law 46.
- (b) At each Annual General Meeting, any Member or Members appointed since the previous Annual General Meeting by the Council under By-Law 46 shall retire. Only if there are no such retirements shall one duly elected Member retire, and he shall be the one longest in office. As between persons who were last elected on the same day, the one to retire (unless they otherwise agree amongst themselves) shall be determined by lot. If at the time of the Annual General Meeting there are less than four Members on the Council, one Member shall retire only if he has completed four years of service on the Council except as provided under By-Law 46. Members retiring pursuant to this By-Law shall not be eligible for re-election until the Annual General Meeting following that at which they retired except as provided under By-Law 46.
- (c) At each Annual General Meeting, there shall retire from the Council such number (if any) of Associate Members as may be required to bring the number of Associate Members retiring at that meeting, after taking into account those retiring under By-Law 46, to two. The Associate Members so to retire shall be those longest in office. As between persons who were last elected on the same day, those to retire shall (unless they otherwise agree amongst themselves) be determined by lot. If there are less than six Associate Members on the Council at the Annual General Meeting, only one shall retire at that time, provided that no Associate Member shall serve continuously on the Council for more than three years. Associate Members retiring pursuant to this By-Law shall not be eligible for re-election until the Annual General Meeting following that at which they retired except as provided under By-Law 46.

44.

45.

at that meeting, after taking into account Vice-Presidents retiring under By-Law 48, to five. The Vice-Presidents so to retire shall be those longest in office **since their last election**. As between persons who were last elected on the same day, those to retire shall (unless they otherwise agree amongst themselves) be determined by lot. Vice-Presidents retiring from office pursuant to this By-Law shall be eligible for immediate re-election, provided that no person may hold the office of Vice-President for a period exceeding two terms of office ("term of office" being defined **for the purposes of this clause only** as the period between the date of election to Vice-President at an Annual General Meeting and the date of retirement under the provisions of this By-Law).

45. (a) At each Annual General Meeting, there shall retire from the Council such number (if any) of Fellows (excluding for the purposes of this By-Law, the President, Deputy Presidents, Vice-Presidents and Honorary Treasurer) as may be necessary to bring the number of Fellows retiring at that meeting, after taking into account Fellows retiring under By-Law 48, to six. The Fellows so to retire shall be those longest in office **since their last election**. As between persons who were last elected on the same day, those to retire shall (unless they otherwise agree amongst themselves) be determined by lot. Fellows retiring pursuant to this By-Law shall not be eligible for re-election until the Annual General Meeting following that at which they retired except as provided under By-Law 48.
- (b) At each Annual General Meeting, any Member or Members appointed since the previous Annual General Meeting by the Council under By-Law 48 shall retire. Only if there are no such retirements shall one duly elected Member retire, and he shall be the one longest in office **since his last election**. As between persons who were last elected on the same day, the one to retire (unless they otherwise agree amongst themselves) shall be determined by lot. If at the time of the Annual General Meeting there are less than four Members on the Council, one Member shall retire only if he has completed four years of service on the Council except as provided under By-Law 48. Members retiring pursuant to this By-Law shall not be eligible for re-election until the Annual General Meeting following that at which they retired except as provided under By-Law 48.
- (c) At each Annual General Meeting, there shall retire from the Council such number (if any) of Associate Members as may be required to bring the number of Associate Members retiring at that meeting, after taking into account those retiring under By-Law 48, to two. The Associate Members so to retire shall be those longest in office **since their last election**. As between persons who were last elected on the same day, those to retire shall (unless they otherwise agree amongst themselves) be determined by lot. If there are less than six Associate Members on the Council at the Annual General Meeting, only one shall retire at that time, provided that no Associate Member shall serve continuously on the Council for more than three years. Associate Members retiring pursuant to this By-Law shall not be eligible for re-election until the Annual General Meeting following that at which they retired except as provided under By-Law 48.

46.

47.

By-Law references altered to conform. Words added for the sake of clarity. Conforms to By-Law 41.

Re-numbered.

Re-numbered.



46. The Council may fill any casual vacancy in the offices of President, Deputy President, Vice-President, Fellow, Member or Associate Member on the Council, and Honorary Treasurer, which shall occur between one Annual General Meeting and another, and those so appointed shall retire at the Annual General Meeting following the date at which they were appointed, but shall be eligible for election for a full period of office. Vacancies not filled at an Annual General Meeting shall be deemed to be casual vacancies within the meaning of this By-Law.

47. (1) and (2)

47. If any member of the Council shall:—

- (3) without leave of the Council absent himself either from all the meetings of the Council held during any six consecutive months or from more than half the meetings of the Council held in any period of twelve months and in either case the Council resolve that his office be vacated; or

he shall *ipso facto* vacate his office as a member of the Council.

47. (4)

48. A ballot paper for the election of President, Deputy President, Vice-Presidents, Fellows, Members and Associate Members to the Council and the Honorary Treasurer for the succeeding year shall be issued to every Voting member whose address is registered at the Institute. This ballot paper shall be issued not less than three months before the date of the Annual General Meeting, and it shall contain:—

The name of a Fellow or Honorary Fellow nominated for election as President.

The name of a Fellow nominated for election as Deputy President.

The name of a Fellow nominated for each vacancy as Vice-President.

The names of Fellows nominated for election to Council, if possible at least three more in number than the number of vacancies.

The names of Members nominated for election to Council, if possible at least one more than the number of vacancies.

Subject to the provisions of By-Law 39, the names of Associate Members nominated for election to Council, if possible at least one more in number than the number of vacancies.

The name of a Fellow nominated as Honorary Treasurer.

In the case of Fellows, Members and Associate Members so nominated, the ballot paper shall state against the name of each candidate for election or re-election his date of birth, his present position together with brief details of his career, and particulars of any previous service he may have rendered to the Institute. In the case of candidates nominated otherwise than by the Council, the names of proposers and seconders of candidates shall be included in the ballot paper.

49. The President, Deputy President and Vice-Presidents shall be nominated by the Council.

51.

50. Fellows and Members may only be nominated by the Council or by Corporate Members. Associate Members may only be nominated by the Council or by Voting members.

52. Save where made by the Council, all nominations to the Council of Corporate members and the Honorary Treasurer shall be proposed and seconded by Corporate members.

Save where made by the Council, all nominations to the Council for the election of Associate Members shall be proposed and seconded by Voting members.

Nominations in support of Corporate members shall be further supported by at least three Corporate members and nominations for Associate Members shall be supported by at least three additional Voting members and all nominations shall be in writing and delivered to the Secretary on or before 1st November in each year in respect of the election in the following year.

48. The Council may fill any casual vacancy in the offices of President, Deputy President, Vice-President, Fellow, Member or Associate Member on the Council, and Honorary Treasurer, which shall occur between one Annual General Meeting and another, and those so appointed shall retire at the Annual General Meeting following the date at which they were appointed, but shall be eligible for election as if not appointed. Vacancies not filled at an Annual General Meeting shall be deemed to be casual vacancies within the meaning of this By-Law.

49. (1) and (2)

49. If any member of the Council shall:

- (3) without leave of the Council absent himself either from all the meetings of the Council held during any period of six consecutive months or from more than half the meetings of the Council held in any period of twelve consecutive months and in either case the Council resolve that his office be vacated; or

he shall *ipso facto* vacate his office as a member of the Council.

49. (4)

50. A ballot paper for the election of the Honorary Treasurer, Fellows, Members and Associate Members to the Council for the succeeding year shall be issued to every Voting member whose address is registered at the Institute. This ballot paper shall be issued not less than three months before the date of the Annual General Meeting, and it shall contain:—

- (1) The names of Fellows nominated for election as Honorary Treasurer.

- (2) The names of Fellows nominated for election to Council, if possible at least three more in number than the number of vacancies.

- (3) The names of Members nominated for election to Council, if possible at least one more than the number of vacancies.

- (4) Subject to the provisions of By-Law 41, the names of Associate Members nominated for election to Council, if possible at least one more than the number of vacancies.

The ballot paper shall state against the name of each candidate for election or re-election his date of birth, his present position together with brief details of his career, and particulars of any previous service he may have rendered to the Institute, such information to be certified as correct by the proposer and seconder. In the case of candidates nominated otherwise than by the Council, the names of proposers and seconders of candidates shall be included in the ballot paper.

51. The President, Deputy Presidents and Vice-Presidents shall be appointed by the Council, and the names of those so appointed shall be attached to the ballot paper.

52.

53. Candidates for the offices of Fellows and Members may only be nominated by the Council or by Corporate Members. Associate Members may only be nominated by the Council or by Voting members.

54. Save where made by the Council, all nominations to the Council of Corporate members and the Honorary Treasurer shall be proposed and seconded by Corporate members.

Save where made by the Council, all nominations to the Council for the election of Associate Members shall be proposed and seconded by Voting members.

Nominations in support of Corporate members shall be further supported by at least three Corporate members and nominations for Associate Members shall be supported by at least three additional Voting members. All nominations other than those made by the Council shall be in writing on the prescribed form and delivered to the Secretary during working hours as specified in Council Rules on or before 1 October in each year in respect of the election for the following year. (Where this day falls on a Saturday, Sunday or a Public Holiday the following working day shall apply).

Words altered for the sake of clarity.

Re-numbered.

Conformity of wording.

Re-numbered.

Re-worded to simplify election procedure.

Conforms to current practice and By-Law 41.

Re-numbered.

Wording conforms with By-Law 52.

Practicability.



53. At each Annual General Meeting the Voting members present shall elect four persons to be Scrutineers to count the votes recorded in connexion with elections to the Council at the next Annual General Meeting of the President, Deputy President, Vice-Presidents, Fellows, Members, Associate Members and the Honorary Treasurer. The decision of the Scrutineers as to the reception or otherwise of any ballot paper shall be final. Any two of the persons appointed as Scrutineers shall be competent to exercise the duties imposed on Scrutineers by these By-Laws. Any vacancy in the office of Scrutineer which shall occur between one Annual General Meeting and another may be filled by the Council.

54. No vote shall be invalid by reason of the death or incapacity of any person voting, notwithstanding that (in the case of incapacity) the same may have occurred before the vote was cast. Any ballot paper which, when returned to the Secretary, records more or less votes for the President, Deputy President, Vice-Presidents, Fellows, Members, Associate Members and Honorary Treasurer from amongst those nominated than there are vacancies to be filled in each category, shall be void. Every Voting member wishing to vote shall cause his ballot paper to be sent or delivered to the Secretary at the Institute premises at least four clear days before the date of the Annual General Meeting. No election shall be invalidated or otherwise affected by any ballot paper not reaching the hands of the Secretary by the due date, or by any ballot paper not having been sent to or received by any Voting member, or by any other irregularity, unless the same be brought to the notice of the Secretary not less than seven days before the date appointed for the declaration of the result of the election (this being normally the date of the Annual General Meeting), and the decision of the President or other Chairman (in accordance with By-Law 85) of the meeting at which the results of the election are to be announced shall on such question be final and conclusive.

55. The ballot papers received shall be handed by the Secretary to the Scrutineers who shall prepare two lists of names. One shall contain a list of all names of those who having obtained the greater number of votes are elected to membership of Council under the Rules for Nomination and Election; this list shall be in alphabetical order. A second list of all candidates in order of voting precedence shall be handed in a sealed envelope to the Secretary at the same time for safe keeping, not to be opened except at the wish of the Council, and to be destroyed on the day of the Annual General Meeting of the following year.

56. The President, or in his absence, the Deputy President, shall take the chair at Council meetings. The Council may appoint from amongst its numbers such additional office bearers as it may deem necessary to conduct the business of the Council.

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61. The Council may appoint Corresponding members to represent the Institute at such places both at home and overseas, as it may from time to time decide. The above-mentioned Corresponding members shall not be included in the Council; they shall be appointed by the Council with such powers and responsibilities as the Council may determine, must be Voting members of the Institute and must be resident in the area for which they are appointed. Each Corresponding member shall retire after three years in office and shall be eligible for re-appointment during such time as he shall remain resident as aforesaid.

55. At each Annual General Meeting the Voting Members present shall elect four persons to be Scrutineers at the counting of the votes recorded in connection with the elections to the Council at the next Annual General Meeting of the Honorary Treasurer, Fellows, Members and Associate Members. The decision of the Scrutineers as to the reception or otherwise of any ballot paper shall be final. Any two of the persons appointed as Scrutineers shall be competent to exercise the duties imposed on Scrutineers by these By-Laws. Any vacancy in the office of Scrutineer which shall occur between one Annual General Meeting and another may be filled by the Council.

56. No vote shall be invalid by reason of the death or incapacity of any person voting, notwithstanding that (in the case of incapacity) the same may have occurred before the vote was cast. Any ballot paper which, when returned to the Secretary, records more or less votes for the Honorary Treasurer, Fellows, Members and Associate Members from amongst those nominated than there are vacancies to be filled in each category, shall be void. In the case of an uncontested vacancy the candidate shall be deemed to have been elected unopposed. Every Voting member wishing to vote shall cause his ballot paper to be sent or delivered to the Secretary during working hours as specified in Council Rules at the Institute premises at least four clear days (Saturdays, Sundays and Public Holidays excluded) before the date of the Annual General Meeting. No election shall be invalidated or otherwise affected by any ballot paper not reaching the Secretary by the due date, or by any ballot paper not having been sent to or received by any Voting member, or by any other irregularity, unless the same be brought to the notice of the Secretary not less than seven days before the date appointed for the declaration of the result of the election (this being normally the date of the Annual General Meeting), and the decision of the President or other Chairman (in accordance with By-Law 87) of the meeting at which the results of the election are to be announced shall on such question be final and conclusive.

57. The ballot papers received shall be handed by the Secretary to the Scrutineers who shall prepare two lists of names as follows:—

- (a) A list of all names of those who having obtained the greater number of votes are elected to membership of the Council under the Rules for Nomination and Election set out above to be handed in a sealed envelope to the Secretary for safe keeping; this list to be in alphabetical order, and
- (b) a list of candidates in order of voting precedence to be handed in a sealed envelope to the Secretary for safe keeping, not to be opened except at the wish of the Council, and to be destroyed on the day of the Annual General Meeting of the following year.

58. The President, or in his absence, one of the Deputy Presidents, shall take the chair at Council meetings. The Council may appoint from amongst its numbers such additional office bearers as it may deem necessary to conduct the business of the Council.

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63. The Council may appoint Corresponding members to represent the Institute at such places both United Kingdom and elsewhere, as it may from time to time decide. The above-mentioned Corresponding members shall not be included in the Council; they shall be appointed by the Council with such powers and responsibilities as the Council may determine, must be Voting members of the Institute and must be resident in the area for which they are appointed. Each Corresponding member shall retire after three years in office and shall be eligible for re-appointment during such time as he shall remain resident as aforesaid.

To conform with general practice and protocol.

Protocol.  
Re-worded to simplify election procedure.  
Practicability.  
By-Law reference altered to conform.

Re-drafted for the sake of clarity.

Conforms to By-Law 41.

Re-numbered.

Re-numbered.

Re-numbered.

Re-numbered and By-Law reference altered to conform.

"home and overseas" has no legal meaning.



62. The Council may invest in the name of the Institute any moneys not immediately required for the purposes of the Institute in the manner following:—

- (a) The existing investments of the Institute shall be divided into two parts to be called respectively "the free part" and "the restricted part", the free part to be twice the value of the restricted part at the time of the division.
- (b) Subject as provided in paragraph (e) any moneys requiring to be invested hereafter shall be divided into two parts in the proportion of £2 in the free part for every £1 in the restricted part and shall be invested in investments appropriate to the free part or to the restricted part as the case may be.
- (c) Subject as hereinafter provided, the Council shall have power to invest the free part in any "narrower range investment" as defined in the Trustee Investment Act 1961 or in the purchase of preference, ordinary or deferred shares or stock or other marketable security of any company incorporated in any part of the world, or in the purchase of any units, or other shares of the investments subject to the trusts of a unit trust scheme in the case of which there is in force at the time of investment an order of the Department of Trade and Industry under Section 17 of the Prevention of Fraud (Investments) Act 1958, or of any other unit trust scheme (whether or not there is in force with respect thereto such order as aforesaid) which is designed to provide facilities for investment in land.

Provided always as follows:—

- (1)
- (2)
- (3)
- (d) The Council shall invest the restricted part only in any "narrower range investment" as defined by the Trustee Investment Act 1961.

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67. A prepaid letter giving notice of every Council Meeting shall be sent to each member of the Council by posting the same seven days at least prior to such Council Meetings, addressed to the registered address of such member, provided that nothing at any Council Meeting shall be nullified or affected by reason of accidental omission to give notice to, or the non-receipt of notice by, any member of the Council.

The proceedings of any meeting of the Council shall not be invalidated either by any vacancy on the Council or by any irregularity in the appointment or election of a Council member.

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77. The Council shall, on the requisition of not less than one hundred Voting members entitled at the date of deposit of the requisition to vote, proceed duly to convene an Extraordinary General Meeting of the Institute,

64. The Council may invest in the name of the Institute any moneys not immediately required for the purposes of the Institute in the manner following:—

- (a) The existing investments of the Institute shall be divided into two parts to be called respectively "the free part" and "the restricted part", the free part to be **not more than** twice the value of the restricted part at the time of the division.
- (b) Subject as provided in paragraph (e) any moneys requiring to be invested hereafter shall be divided into two parts in the proportion of **not more than** £2 in the free part for every £1 in the restricted part and shall be invested in investments appropriate to the free part or to the restricted part as the case may be.
- (c) Subject as hereinafter provided, the Council shall have power to invest the free part in any "narrower range investment" as defined in the Trustee Investment Act 1961 **(as amended from time to time)** or in the purchase of preference, ordinary or deferred shares or stock or other marketable security of any company incorporated in any part of the world, or in the purchase of any units, or other shares of the investments subject to the trusts of a unit trust scheme in the case of which there is in force at the time of investment an order of the Department of Trade and Industry under Section 17 of the Prevention of Fraud (Investments) Act 1958, or of any other unit trust scheme (whether or not there is in force with respect thereto such order as aforesaid) which is designed to provide facilities for investment in land.

Provided always as follows:—

- (1)
- (2)
- (3)
- (d) The Council shall invest the restricted part only in any "narrower range investment" as defined by the Trustee Investment Act 1961 **(as amended from time to time)**.

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69. Notice of every Council Meeting shall be sent to each member of the Council by posting the same seven days at least prior to such Council Meetings, addressed to the registered address of such member, provided that nothing at any Council Meeting shall be nullified or affected by reason of accidental omission to give notice to, or the non-receipt of notice by, any member of the Council.

The proceedings of any meeting of the Council shall not be invalidated either by any vacancy on the Council or by any irregularity in the appointment or election of a Council member.

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79. The Council shall, on the requisition of not less than one hundred Voting members entitled at the date of deposit of the requisition to vote, proceed duly to convene an Extraordinary General Meeting of the Institute, which

Flexibility.

Re-numbered.

Re-numbered.

Re-numbered.

Re-numbered.

Drafting correction.

Re-numbered.

Re-numbered.

Re-numbered.

Re-numbered and By-Law references altered to conform.

Re-numbered.

Re-numbered.

Re-numbered.

Re-numbered.

Re-numbered.

Drafting correction.



which shall be held within three months of the said date. The requisition must state the objects of the Meeting, and must be signed by the requisitionists and deposited at the head office of the Institute, and may consist of several documents in like form each signed by one or more requisitionists.

78. All General Meetings shall be held at the head office of the Institute or other premises at such times as may be prescribed by the Council.

79. Twenty-one days' notice shall be given of every General Meeting specifying the general nature of any special business to be transacted at such meeting; but the accidental omission to give such notice to, or the non-receipt of such notice by, any Voting member shall not invalidate the proceedings of any such meeting. All business shall be deemed special that is transacted at an Extraordinary General Meeting and at an Annual General Meeting except the consideration of the accounts, balance sheet, and reports of the Council and Auditors and the election of the Auditors and fixing their remuneration.

80.

81. All members shall have the privilege to attend, and subject to By-Law 82, to receive notice of all meetings, but only Voting members who are not disqualified by By-Laws 33 and 86 (a) shall be entitled to vote thereat. The Secretary and other staff of the Institute to whom the duties of the Secretary may be delegated shall, as their duties require and the Council may decide, attend General Meetings of the Institute.

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85. At every meeting a Chairman shall be selected from the following who shall take precedence in the order stated, viz:—

the President  
the Deputy President  
one of the Vice-Presidents  
one of the Corporate members of Council

or, in the absence of the aforementioned, the Voting members present at the meeting shall elect a Chairman, who shall be a Corporate member, from amongst themselves.

86. (a)

86. (b), (c), (d) and (e)

87.

88. A notice may be served by the Council of the Institute upon any member, either personally or by sending it through the post in a prepaid envelope, or as an inclusion with other correspondence which may be sent to such member from the Institute.

89. Any notice, if served by first class post, shall be deemed to have been served three days, or by second class post, five days, after the day following that on which the envelope containing the same was put into the post and in proving such service it shall be sufficient to prove that such envelope was properly addressed, stamped and posted.

The accidental omission to give notice of a meeting to, or the non-receipt of notice, by, any person entitled to receive such notice shall not invalidate the proceedings at the meeting in respect of which the notice was served.

shall be held within three months of the said date. The requisition must state the objects of the Meeting, and must be signed by the requisitionists and deposited at the principal office of the Institute for the time being, and may consist of several documents in like form each signed by one or more requisitionists.

80. All General Meetings shall be held at the principal office of the Institute for the time being or other premises at such times as may be prescribed by the Council.

81. Twenty-one days' notice shall be given of every General Meeting specifying the general nature of any special business to be transacted at such meeting; but the accidental omission to give such notice to, or the non-receipt of such notice by, any Voting member shall not invalidate the proceedings of any such meeting. All business shall be deemed special that is transacted at an Extraordinary General Meeting and at an Annual General Meeting except the consideration of the accounts, balance sheet, and reports of the Council and Auditors and the appointment or reappointment of the Auditors and fixing their remuneration.

82.

83. All members shall have the privilege to attend, and subject to By-Law 84, to receive notice of all meetings, but only Voting members who are not disqualified by By-Laws 35 and 88 (a) shall be entitled to vote thereat. The Secretary and other staff of the Institute to whom the duties of the Secretary may be delegated, and any person who the Secretary may request to attend shall, as their duties require and the Council may decide, attend General Meetings of the Institute, but no such person to whom this sentence refers shall have power to vote at such meetings.

84.

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87. At every meeting a Chairman shall be selected from the following who shall take precedence in the order stated, viz:—

the President  
one of the Deputy Presidents  
one of the Vice-Presidents  
one of the Corporate members of Council

or, in the absence of the aforementioned, the Voting members present at the meeting shall elect a Chairman, who shall be a Corporate member, from amongst themselves.

88. (a)

88. (b), (c), (d) and (e)

89.

90. A notice may be served by the Council of the Institute upon any member, either personally or by sending it through the post in a prepaid envelope or on a prepaid post-card, or as an inclusion with other correspondence which may be sent to such member from the Institute.

91. Any notice, if served by first class post, shall be deemed to have been served three days, or by second or other class of post, five days, after the day following that on which the communication containing the same was put into the post and in proving such service it shall be sufficient to prove that such communication was properly addressed, stamped and posted.

The accidental omission to give notice of a meeting to, or the non-receipt of notice, by, any person entitled to receive such notice shall not invalidate the proceedings at the meeting in respect of which the notice was served.

Drafting correction.

Complying with terminology introduced by the Companies Act 1976.

Re-numbered.

By-Law references altered to conform. Words added for the sake of clarity.

Re-numbered.

Re-numbered and By-law reference altered to conform.

Re-numbered.

Conforms to By-Law 41.

Re-numbered and By-Law reference altered to conform.

Re-numbered.

Re-numbered.

Flexibility.

Flexibility.

#### SCHEDULE 4

In the event of a Schedule not being approved by Her Majesty's Privy Council the By-Laws and references within By-Laws be renumbered as appropriate.



