

Constitution

(Amendments up to 27-03-2024 included)



ESTD. : 1947

THE GUJARAT INSTITUTE OFTM
CIVIL ENGINEERS &
ARCHITECTS

Nirman Bhavan, Opp. Law Garden, Ellisbridge, Ahmedabad - 380 006.
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GICEA MANAGING COMMITTEE 2024-2025

Office Bearers 2024-25

BAKUL N. DESAI	PRESIDENT
DR. VATSAL S. PATEL	IMMD. PAST PRESIDENT
DIPAK S. PATEL	VICE PRESIDENT
APOORVA N. THAKERSHY	VICE PRESIDENT
VIKAS J. SHAH	HON. SECRETARY
RAKESH N. PAREKH	HON. JT. SECRETARY
SAURIN K. SHAH	HON. TREASURER
YASH M. MAJEETHIA	HON. JT. TREASURER

COMMITTEE MEMBERS

ANAND J. TATU	NITESH J. SHAH
ASHOK B. PATEL	NITIN D. MEHTA
BHARGAV H. DESAI	PANKAJ THAKERSHY
C. L. MEHTA	PARESH N. TALATI
CHIRAG M. PATEL	PRAGNESH G. RAVAL
HARESH S. PARIKH	PRASHANT J. SHAH
HARGOVANBHAI J. DESAI	PRIYVADAN P. SHAH
HIMANSHU J. SHAH	RAJESH J. RAWAL
JAYRAM M. RABARI	RAJNIKANT C. PATEL
KAUSHIK J. GAJJAR	SUKETU B. MODI
KIRTI C. PATEL	SURHUD A. TATU
MUKESH V. GHIA	DR. VIKRAM M. PATEL
N. K. PATEL	VISHAL K. MODI

Co-Opt. Member

ADITI DALIA	PRAVIN P. PATEL
AJENDRA N. PATEL	PULKIT J. PATEL
DINESH M. PATEL	TUSHAR V. PATEL
JIGNESH DIVYESH MEHTA	

HONORABLE INVITEE

BHUPENDRA C. MOHROWALA	PRADEEP N. JAIN
GIRISH H. SHAH (SINGHAI)	DR. USHMA H. SHAH
JIGNESH B. GANDHI	VIJAY N. SHAH
MUKESH N. MAJEETHIA	VIVEK P. PATEL
NAVNIT THAKERSHY	

SP. INVITEE MEMBERS

AKASH S. DESAI
AMIT G. BHATT
ARVIND C. PATEL
BHAVESH SHAH
DARSHAN V. FADIA
DIPEN N. MEHTA
DISHA PUJARA
GIRISH L. MISTRY
GOPAL N. PANCHAL
JITENDRA H. PATEL
KISHOR VIRAMGAMA
KINNAR G. SHAH
MEHUL R. SHAH
MINESH D. SHAH

MITESH H. MISTRY
NARENDRA A. PATEL
NIGAM H. SHAH
PARAG K. SHETH
PARULBEN ZAVERI
RAJIV PATEL
SAMIR A. SHAH
SANJAY GAJJAR
SASWAT BANDYOPADHYAY
SUDHIR C. BROKER
UMESH P. SONI
DR. VINOD J. DANANI

INVITEE MEMBERS

ADIT K. PATEL
ANAND R. SHAH
CHIRAG R. MISTRY
DARSHAN M. PAREKH
GIRISH I. PATEL
JAYRAJ V. SOLANKI
KAUSHAL M. SHAH
MAHESH R. VERMA
NAMAN KHAMAR
NARENDRA P. PATEL
NIYAT V. PATEL

PARTH B. BRAHMBHATT
PARTH V. DANANI
PRADIP K. RUWALA
RIDDHESH B. SHAH
SANDIP G. SHAH
TAPAN R. PAREKH
VIKKI K. SHAH
VIKRAM M. SHAH
VINIT M. PATEL
VINOD V. PANCHASARA

OUR HONORABLE PRESIDENTS

1947-48	SHRI GIRISHCHANDRA S. DESAI
1948-52	SHRI DHAMANMAL M. ASARPOTA
1952-53	SHRI KALYANBHAI L. SHETH
1953-56	SHRI NANDUBHAI K. PATEL
1956-60	SHRI MANIBHAI M. PATEL
1960-62	SHRI KANTILAL M. KANTAWALA
1962-64	SHRI SHANTILAL M. MEHTA
1964-65	SHRI FULCHAND M. PATWA
1965-66	SHRI GIRISHCHANDRA S. DESAI
1966-68	SHRI JAYANTIBHAI P. VORA
1968-69	SHRI SHIVPRASHAD K. GADHAVI
1969-70	SHRI R. C. SONPAL
1970-71	SHRI JAYENDRA M. PATEL
1971-72	SHRI SHANTILAL C. RANGWALA
1972-73	SHRI PRAMODRAI A. RAWAL
1973-75	SHRI CHUNILAL C. PATEL
1975-76	SHRI LAXMICHAND D. ASARPOTA
1976-78	SHRI KISHOR K. SANGHANI
1978-79	SHRI BHARATBHAI L. PANCHAL
1979-83	SHRI NAVNITBHAI C. PATEL
1983-84	SHRI PREMSHANKAR P. PANDYA
1984-85	SHRI NALINKANT M. OZA
1985-86	SHRI NANDKISHOR B. PARIKH
1986-87	SHRI HASMUKH C. PATEL
1987-88	SHRI ARVIND P. SHAH
1988-89	SHRI BALMUKUMD C. DOSHI
1989-90	SHRI RAMESH M. SHAH
1990-91	SHRI SHASHIKANT A. SHAH
1991-92	SHRI PRAVINCHADNDRA S. SHAH
1992-93	SHRI BHAGVANDAS K. DESAI
1993-94	SHRI RAJENDRA R. SHAH
1994-95	SHRI ARVIND P. SHAH
1995-97	SHRI VIJAYBHAI SHAH
1997-98	SHRI AJAYBHAI SHAH
1998-99	SHRI NAVNITBHAI THAKERSHY
1999-2001	SHRI J. P. DESAI
2001-2001	SHRI ANAND TATU
2001-2002	SHRI N. K. PATEL
2002-2004	SHRI NAVNITBHAI THAKERSHY
2004-2006	SHRI N. K. PATEL
2006-2007	SHRI CHIRAG M. PATEL
2007-2008	SHRI BHARAT K. PATEL
2008-2009	SHRI BHARAT MODI
2009-2011	SHRI PRASHANT SHAH
2011-2023	SHRI BHARAT K. MODI
2013-2015	SHRI ANAND J. TATU
2015-2017	SHRI NITESH J. SHAH
2017-2019	SHRI BHARGAV DESAI
2019-2021	SHRI KIRTI C. PATEL (K.C.)
2021-2023	DR. VATSAL S. PATEL
2023-2025	SHRI BAKUL N. DESAI

OUR HONORABLE SECRETARIES

1947-50	SHRI NATVARLAL N. RAWAL
1950-51	SHRI RAMAN T. KAZI
1951-53	SHRI AMRITLAL V. SHAH
1953-56	SHRI FULCHANDBHAI M. PATWA
1956-58	SHRI NATWARLAL M. RAWAL
1958-60	SHRI SHANTILAL M. MEHTA
1960-62	SHRI JAYANTILAL P. VORA
1962-64	SHRI SHIVPRASHAD K. GADHAVI
1964-65	SHRI R. C. SONPAL
1965-66	SHRI PRAMODRAI A. RAWAL
1966-68	SHRI SHANTILAL C. RANGWALA
1968-69	SHRI JAYENDRA M. PATEL
1969-71	SHRI KISHOR K. SANGHAVI
1971-73	SHRI BHARATBHAI L. PANCHAL
1973-75	SHRI D. S. GANDHI
1975-79	SHRI HASMUKH C. PATEL
1979-80	SHRI JITENDRA I. SHAH
1980-84	SHRI NANDKISHOR B. PARIKH
1984-86	SHRI MAHENDRA S. THAKKER
1986-87	SHRI BALMUKUND C. DOSHI
1987-88	SHRI HARKANT G. VACHHARAJANI
1988-89	SHRI SHASHIKANT A. SHAH
1989-90	SHRI BHAGWANDAS K. DESAI
1990-91	SHRI SUDHIR C. BROKER
1991-92	SHRI NAVNITBHAI THAKERSHY
1992-93	SHRI VIJAY N. SHAH
1993-94	SHRI AJAY S. SHAH
1994-95	SHRI KANTILAL N. TAILOR
1995-96	SHRI CHAITANYA M. RAWAL
1996-97	SHRI CHAITANYA M. RAWAL
1997-98	SHRI BHARAT MODI
1998-2000	SHRI ANAND TATU
2000-2001	SHRI G. I. PATEL
2001-2001	SHRI PARAS RANGWALA
2001-2002	SHRI BHARAT K. PATEL
2002-2004	SHRI CHIRAG PATEL
2004-2006	SHRI PRASHANT SHAH
2006-2007	SHRI NITESH SHAH
2007-2008	SHRI VATSAL S. PATEL
2008-2010	SHRI MUKESH MAJEETHIA
2010-2012	SHRI BAKUL N. DESAI
2012-2014	SHRI DILIP S. PATEL
2014-2016	SHRI KIRTI C. PATEL (K.C.)
2016-2018	SHRI HARESH S. PARIKH
2018-2020	SHRI KAMLESH MODI
2020-2023	SHRI APOORVA THAKERSHY
2023-2025	SHRI VIKAS J. SHAH

FROM THE DESK OF HON. SECRETARY

Dear Members,

It gives me immense pleasure to present before you the Constitution (Revised so far) of The Gujarat Institute of Civil Engineers and Architects with inclusion of all constitutional changes made so far.

However, changes are inevitable and so in the case of the constitution. Constitution is must for the execution of the democratic & impartial activities. It is a written and guaranteed document for healthy atmosphere, prevailing among the members, about their beloved institute GICEA.

I acknowledge my sincere gratitude and thanks to all members and especially to Shri N. K. Patel, Shri Chirag Patel, Shri Bhargav Desai, Shri Mukesh Majeethia, Shri Yash Majeethia, Shri Vijay N Shah, Dr. Vinod Danani & Members of Legal Committee for their valuable contribution.

I also thank Hon. Secretary Shri Vikas J Shah & Hon. Jt. Secretary Shri Rakesh Parekh for taking interest in compiling these documents.

Please pardon me if I have not mentioned names of any other members who have given their contribution in revision of our institute's constitution.

Thanking you,

Bakul Desai
President - GICEA

The Gujarat Institute of Civil Engineers & Architects

PART - 1

Memorandum of Association

1. The Society / trust shall be called "The Gujarat Institute of Civil Engineers & Architects" (GICEA) having registered address at Nirman Bhavan, Opp. Law Garden, Ahmedabad-380006.
2. The Registered office of the Institute (GICEA) will be in Ahmedabad.

: OBJECTS:

3. The Objects of the Institute are:
 - a. To provide facilities in Civil Engineering & Architecture including Irrigation Engineering, Municipal Engineering, Highways and Road Engineering, Interior Designing, Hydro-Electrical Engineering, Surveying, Town Planning, Urban Planning, Environmental Engineering, Real Estate and such other professions allied to Civil Engineering for further studies, research and of mutual consultation and contact.
 - b. To hold periodical lectures, discourses, demonstrations, exhibitions, conferences, trainings and such other activities to impart specialized knowledge and to disseminate general knowledge in Civil Engineering, Town Planning, Architecture, Infrastructure Engineering and allied fields to the citizens.
 - c. To make provision for imparting instructions in Civil Engineering and allied subjects to those who require it for qualifying themselves for any special purpose.

- d. To start magazines and periodicals and to publish papers, technical books, etc., to further the aims and objects of the Institute.
- e. To collaborate with the departments of the Governments, local authorities and such other Institutions in the matters concerning the profession of Civil Engineering with a view to take active interest in the engineering problems concerning the welfare of the community.
- f. To initiate or collaborate with the activity which is in the common interest of the fraternity of Civil Engineers & Architects in specific, and of the rest of the technical fields, in general.
- g. To raise loan, accept, grant, subsidy from the Govt. Semi-Govt., Banking Institution, Financial Institution, Private Companies, Individuals for furthering the aims of the Institutes like education, laboratory, dissemination of technical information, welfare of members and their families, cultural activities, public activities and such other related development and welfare purposes.
- h. To perform all acts, those are deemed fit by the Managing Committee.

PART - II

Rules & Regulations

CHAPTER-I

1. The Institute shall consist of honourable members, patron members, fellow life members, associate life members, institutional members, non-resident members, NRI Members, Student members, and/or any other category membership which is pertaining to the aims and objectives of The Institute.
 - 1.1 All categories of membership of above categories except student membership shall be known as life members of respective categories.
 - 1.2 All fellow members will be enrolled from the members of the profession of Civil Engineering, Environmental Engineering, Architecture, Interior Design - Landscape Architecture, Heritage Architecture, Construction and Project Management, Transport Engineering, Town Planning, Urban Planning, Urban Design, Building Biology, Ceramic Engineering, Forensic Civil Engineering, any other course related to Civil Engineering or Architecture shall possess Degree or Diploma obtained from any board, university, Deemed university in India or abroad recognized by AICTE (All India Council Of Technical Education) Or Director Technical Education Board of State as a course equivalent to degree or diploma in Civil Engineering or Architecture or Planning, Interior Designing, etc. Individuals possessing Bachelor or Master Degree in management related to above mentioned subject shall also be eligible for fellow membership. Individual having completed bachelor degree and applying for fellow membership should have obtained the same after 12th science or equivalent academic course.

1.3 Deleted

1.4 Any firm or company dealing with building and structural materials and/or other allied materials, as traders or their manufacturer and/or dealing with construction work shall be eligible for becoming Associate life member, if so, approved by the Managing Committee. Such firm or company accepted as Associate Life Member shall name one of its Directors/Partners/Proprietor as its representative who will enjoy all the rights and privileges of the Membership of the Associate category.

The right of membership of Social Security Scheme of GICEA, shall be as decided by managing committee of GICEA from time to time

1.5 Deleted

1.6 Any organization like financial institute / organization, society, NGO, which are engaged in financing the Real Estate project, Construction Machinery, Construction Professionals, Infrastructure projects as our members. Other academic institutes engaged in educating in the same field of our aim and objective may also be admitted as Institutional Member after getting approval of the Managing Committee. The entrance fees new institutional members will be Rs. 75,000 for professional associations / institutions and Rs. 1,50,000 for all other institutions plus statutory taxes as applicable. They will be allowed to nominate five members of their organization. They will however have only one voting right but do not have right to become member of SSS of GICEA. They will have no legal or property rights. All other rules and regulations in force for Institutional membership shall also apply to them. Every three years their activeness to be verified. They can witness AGM proceedings but cannot participate in AGM.

The word and meaning of words “Institutional” or “Association” shall mean body or an organization or institution or government entity or semi-government entity or registered trust or registered NGO or registered society or Section (4) Company as per Companies Act 2013 or individual / consortium of professionals working at local or state level or inter-state level or international level, bankers and financiers can become “Institutional” member if they are satisfying above said norms / criteria.

1.7 Deleted

1.8 Any person who has completed 45 years age, who possesses qualification as per clause 1.2 who is actively associated with the profession connected with Civil Engineering & Architectural etc. field, who has made and who is making remarkable contribution in the Civil Engineering & Architectural field and who has carved out a position for himself in the society and whose inclusion in the category of patron of the Institute enhances the prestige of Institute may be included in the category of the patron member by the Managing Committee on receipt of an application in the prescribed form along with fees and a detailed resume. A Fellow Life Member on attaining an age of 45 years can apply for Patron Membership & completed 12 years as FLM if he feels; he satisfies the criteria stated above. Payment of fees will not be the only criteria to obtain Patron Membership. Decision of the Managing Committee in this matter will be final and binding. While, rejecting application of any member, Managing Committee will not give reasons for its decision.

1.9 Any outstanding Personality selected by the Managing Committee, based on his contribution in

the field of work can be selected as Honourable member. Such member shall not have to pay any subscription.

- 1.10 Any person who possesses the requisite qualification to be a fellow member or associate member and is eligible to obtain membership, and ordinarily residing/living outside the State of Gujarat will be known as Non-Resident member of such classes to which he/she is attached.
- 1.10 (a) Any person of Indian origin residing abroad and who possesses the requisite qualification to be a Fellow Member as per the provision of rule 1.2 of part II will be known as NRI member.
- 1.11 Any person or a firm or Institution wishing to be a member of the Institute of any classes except honourable member shall submit an application on the prescribed form duly supported and recommended by two members of the Institute along with the fees. Only on approval of the application by Managing Committee such person/firm/Institution shall be admitted as a member of the Institute.
- 1.12 Any person who is of unsound mind or who is an undischarged insolvent or proved guilty of professional conduct or carries any activity against or detrimental to the Institute or its reputation or is prima-facie found responsible for misappropriation of Institution funds or property shall not be entitled to be enrolled or continued as member of the Institute.
- 1.13 Members except Institutional, honourable and student category will be eligible to be a member of Social Security Scheme of GICEA as per constitution & byelaws of Social Security Scheme of GICEA in force from time to time.

1.14 Student membership fees will be decided by the Managing Committee from time to time.

CHAPTER – II

2. MEMBERSHIP FEES

2.1 The entrance fees, the annual subscription, Life membership fees, payable by the various categories of members, shall be as set out in the following table:

Sr. No.	Category of Membership	Ent. Fees Rs.	Annual Sub Rs.	Life Mem. Fee Rs.	Total Rs.
1	Deleted	Deleted	Deleted	Deleted	Deleted
2	Fellow Life Member	1,000/-	----	11,000/-	12,000/-
3	Patron Member	----	----	1,00,000/-	1,00,000/-
4	Non-Resi. Fellow Member	800/-	----	7,800/-	8,600/-
5	NRI Life Member	US \$ 100	----	US \$500	US \$600
6	Associate Member	5,000/-	----	37,500/-	42,500/-
7a	Institutional Member - Professional association / institution	22,500/-	----	52,500/-	75,000/-
7b	Institutional Member Others	45,000/-	----	1,05,000/-	1,50,000/-
8	Deleted	Deleted	Deleted	Deleted	Deleted
9	Student Member (Valid till individual is student in registered course while applying for membership)	500/-	----	----	500/-

Applicable statutory taxes from time to time shall be in addition to total fees mentioned in table above.

2.2 Entrance fees, Annual subscription, Life Compounding fees for the various categories of membership can be revised, altered by the Institute at its Managing Committee meeting with approval of 2/3 majority of the present members having voting rights, when it is thought fit to do so.

CHAPTER – III

3. FINANCIAL YEAR

The financial year of the Institute shall be from 1st April of a calendar year to 31st March of next calendar year.

CHAPTER – IV

4. SUBSCRIPTION

4.1 Deleted.

4.2 Deleted.

4.3 Deleted.

4.4 Deleted.

4.5 Deleted

4.6 Any person who is eligible to become member of the Institute shall be permitted to pay fees for the enrolment in the instalments as decided by the Managing Committee time to time and in the event of the non-payment of any instalment the membership shall get terminated and the amount deposited shall be forfeited and till all the instalments are paid, he / she will not have voting right in any forum of the Institute and also not eligible for member of any committee.

CHAPTER – V

5 VOTING RIGHTS

5.1 Deleted

5.2 An Associate Member, Institutional Member, NRI Member, Honourable Member, Student Member and Non-Resident Member shall not be eligible to become office bearer in the Institute. However, he/ she shall have the right to exercise his/her vote at all the General Meetings.

CHAPTER – VI

6. REMOVAL OF MEMBERSHIP

- 6.1 The Managing Committee of the Institute can by a resolution in its meeting called for the purpose with express agenda item can remove any member's membership for the disqualification or temporary suspension as stated in clause 1.12 by majority of the present members having voting rights in the meeting. Before such action of removal of a member, he/ she may be given an opportunity of hearing before the General Administrative Committee appointed by The Managing Committee. The power of reinstatement of the membership also is vested with The Managing Committee.

CHAPTER – VII

7. MANAGING COMMITTEE

- 7.1 The management, control and supervision of the Institute and other Institution and /or chapter and/or forum and/or center and/or sub-center conducted by it and of all things necessary for carrying out the objects of the Institute shall be vested in a body called "The Managing Committee".
- 7.2 The Managing Committee shall consist of following elected members as per chapter VIII.
- | | |
|-----------------------------|-------------|
| 1. Fellow Life Members | 30 (Thirty) |
| 2. Patron Members | 06 (Six) |
| 3. Associate Members | 04 (Four) |
| 4. Immediate Past President | |
| will be ex- officio member | 01 (One) |
- 7.3 The Managing Committee shall elect at its meeting to be held in the first week of April of the new

financial year, the following office bearers from amongst the fellow life members and Patron Members only. Such a meeting shall have to be convened by the Hon. Secretary on or before 7th April. The voting right at such a meeting will be with members listed at 1 to 4 as stated in clause 7.2 only. At such a meeting where election of office bearers is to be conducted, no person/ member other than listed at (1) to (4) as stated in clause 7.2 shall remain present.

1. President – 1

2. Imm. Past President – 1

Ex-officio. by virtue of post

3. Vice President – 2

4. Hon. Secretary – 1

5. Hon. Jt. Secretary – 1

6. Hon. Treasurer – 1

7. Hon. Jt. Treasurer – 1

7.3 (a) In case the Managing Committee meeting is not convened by the Hon. Secretary latest by 7th April as laid-down under clause 7.3, on 8th April itself all office bearers team will stand terminated automatically and Predecessor three Presidents shall form a steering committee with all powers to run the institute and It shall be mandatory for them to call the Managing Committee Meeting within 15 days to elect the office bearers for succeeding year / years and handing over their charge to the elected new President.

7.4 The nominee for the office bearer must possess the qualification as mentioned under Rule No.1.2 of Part II.

7.5 The term of the all the Office Bearers shall be for

one year but they shall be eligible for election for a further period of one year in succession. All Office Bearers can hold the position in a particular category for a maximum period of 2 years at a stretch. Such a person can continue as office bearer if he/she is elected to another position.

- 7.6 For all office Bearers who have held position continuously for 2 years, after break of two years, he/she will be eligible to contest for the same position enjoyed by him for a term or terms not exceeding four years in aggregate including the terms enjoyed by him previously
- 7.7 The tenure of FLM/PM/ ASLM category elected to the managing committee shall be for 4 consecutive years. Half the members of all the categories i.e., 15 FLM, 3 PM, 2 ASLM members shall retire every alternate year by rotation on completion of the term of 4 years in the Managing Committee. It is mandatory that the members of the Managing Committee completing their tenure will retire on 31st March and new elected members will take over on 1st April.
- 7.8 Deleted
- 7.9 Deleted

CHAPTER – VIII

8. ELECTION

- 8.1 Members for the Managing Committee for different category as per Rule 7.2 will be elected by members attached to the respective category from amongst themselves and shall vote for the candidates equal to the number of seats required to be elected in a particular category.
- 8.1 (a) During the election year the Managing

Committee shall appoint a Board of Scrutineers consisting of 1 Convener & 2 members from outside Managing Committee, latest by the end of January of that year.

- 8.2 The Board of Scrutineers shall issue a notice to all the members of all categories, entitled to vote calling upon them to file their candidature within 15 days as per the form kept at annexure 1 if they desire to serve on the Managing Committee. While so notifying, the Board of Scrutineers shall draw the attention of all the members to the number of seats required to be elected in accordance with the regulation No.7.2 for each category of members and invite them to submit application for election taking this into account. Retiring member of the Managing Committee shall be eligible for reflection, and this shall also be stated by the Board of Scrutineers while notifying to the members as above. The board of scrutineers shall specifically mention number of seats vacant in each category, tenure, amount of Rs. 5000/- to be paid as deposit, deposit forfeiture clause and such other details which in their opinion is essential to make the election process free, fair and transparent. If valid votes casted is less than 10 percent, the deposit shall be forfeited.

- 8.2 (a) The candidature of a member will be supported by the member of his category only. Number of supporters required will be as under.

- | | |
|----------------------|-----------|
| 1. FLM category | 5 (Five) |
| 2. Associate Members | 3 (Three) |
| 3. Patron Members | 3 (Three) |

Note :-

Member of other category or who has not paid his subscription and who does not have voting right cannot

sign as a supporter.

- 8.2 (b) A member seeking election for the Managing Committee should have completed a period of 2 full financial years as a member of the Institute and he/she must have completed 25 years of age on the last date of the previous financial year. Broken period of financial year shall be ignored.
- 8.2 (c) Members seeking elections to the Managing Committee will be allowed to contest on the seat of the category in which he/she is registered on the last date of filing election papers and not in any other category under any circumstances.
- 8.3 The board of scrutineers shall put up the names of the candidates whose candidature forms are found valid, on the notice board and ask them to intimate within 7 days if they wish to withdraw from the election. Notice shall specifically mention date and time up to which withdrawal application can be given. Applications received thereafter will be ignored.
- 8.4 The Board of Scrutineers shall then prepare list showing the names of eligible candidates and post them to the members at their recorded addresses. The final list of the candidates shall also be put up on the notice board. If the number of candidates remaining, exceed the number of seats in any category, election will be held. Voting papers shall be issued to the members at the time of election. The time and place will be notified at least 15 days before the date of election. The voting shall be done by members casting their votes personally, by ballot before the time of closing so notified. Vote by proxy shall not be permitted.
- 8.5 The Board of Scrutineers shall arrange for counting of votes immediately after the closing time of election when they shall scrutinise the voting

papers, rejecting those containing less or more votes than the number of seats contested. They will also reject voting papers those are defaced, tampered or interfered with unwarrantably or obliterated and they shall declare the result of the election. They will also prepare their report on election, have it signed by the scrutineers present and will present it to the President. The board of Scrutineers shall also inform the result to each candidate in writing stating the number of votes secured by him/her and whether he/she is declared elected. Members failing to secure 10% of the valid votes cast shall lose their deposit. In the event of two or more candidates securing equal number of votes, the Board of scrutineers shall decide the result by drawing lots. Thereafter, the ballot paper shall be sealed and kept in the custody for 30 days. Thereafter they shall be destroyed, provided there had been no complain from the candidate within 24 hours of closing time of the election.

- 8.6 The president shall present the report of election at the Annual General Meeting.
- 8.7 The Managing Committee may co-opt up to nine additional members and invitee members to any extent as required, over and above those elected as per Rule No.7.2 The invitee members shall have no voting right. The tenure of the co-opted and invitee members will be up to the end of the financial year.
- 8.8 Any vacancy in the Managing Committee occurring during the year shall be filled up by the Managing Committee from amongst the classes of members from which the vacancy occurs. The person or persons thus selected or nominated by the Managing Committee shall hold the office till the end of the financial year.

- 8.8 (a) Any elected member of the Managing Committee remains absent for 3 consecutive meetings, without obtaining leave of absence he/she shall cease to be a member of the Managing Committee automatically.
- 8.9 Delete
- 8.10 Decision of the board of scrutineers regarding any matter concerning election, interpretation of rules, regulations, election procedures, ballot papers will be final and binding on all members, office bearers and Managing Committee.
- 8.11 In the event of Force Majeure declared by Local / State / National / Competent Authority the administrative decisions, like Election/ Managing committee meetings/ Audited accounts / Tenure of Office Bearers shall vest with the managing committee.

CHAPTER – IX

9. POWERS OF THE MANAGING COMMITTEE

- 9.1 The Managing Committee shall have power to propose change, amendment, deletion, new rules & regulation consistent with the memorandum for the purpose of efficient management; supervision & control of Institution or Institutions, conducted by or affiliated to the Institute. Such bye-laws shall be approved by the General Body at its special General Meeting, as provided under clause 14.1.
- 9.2 The Managing Committee shall have powers to appoint subcommittees from amongst the members with powers to co-opt from members or non-members for special purposes and entrust them with requisite powers. The President, Hon. Secretary & Hon. Treasurer shall be ex-office members of all sub-committees.

- 9.3 The Managing Committee shall have powers to appoint office personnel like office executive, clerks, servants, etc. as required, on such remuneration and terms as the Managing Committee may consider proper. The Managing Committee shall also have powers to discharge any employee.
- 9.4 The Managing Committee shall have power to open centers or Sub-centers or affiliation within the State of Gujarat on such terms and conditions as the Managing Committee may decide from time to time.
- 9.5 The Managing Committee shall undertake education-oriented programmes keeping in consonance with the object of the Institute and for efficient and timely implementation of programmes, appoint various committees. Institute shall conduct coaching classes, educational programmes in engineering, computer science, information technology, training to artisans and fresh diploma/degree civil forensic engineers to improve their professional skills and may arrange lectures, seminars, workshops, exhibition and similar other programmes. Institute shall maintain a library with latest books, periodicals, useful to professionals, audio-video section, Internet and e-mail facilities, permanent building material exhibition etc. and add to this list new technologies which become available from time to time. The Managing Committee shall appoint subcommittee for these and similar activities as also financial committee, professional committee, student welfare committee, membership drive committee, directory committee, committee for cultural activities for members and their families, technical tour committee, etc. constituted by managing committee from time to time for successful achievement of its objectives. However, all these committees will work under the superintendence and control of the Managing Committee.

- 9.6 (a) The Managing Committee shall have power to raise loan for various activities of the Institute as envisaged in the aims and objectives as also allied activities like laboratory, improving skills and increasing literacy amongst artisans connected with the Civil Engineering Profession, Building Centre, Welfare of the members and their families, cultural and public activities and such other related development, without creating any lien, charge except in case of purchase of equipments on deferred payment terms where charge can be allowed to be created on the equipment being purchased.
- 9.6 (b) The Managing Committee can take recourse to any of the modes for raising funds viz. donation, grant, subsidy, loan, without interest or such other similar practice permissible to the Institute under the law from Govt. Semi- Govt. Bodies, banking Institution, Financial Institutions, Private Companies, Individual without creating any charge or lien over any moveable or immovable assets of the Institute including investments and authorise President, Hon. Secretary or other office bearers individually or collectively to decide the manner to raise the funds and accept the same.
- 9.6 (c) The person/persons authorised by the Managing Committee as per the foregoing shall sign agreement, accept terms, conditions, affix their signature and put a seal of the Institute.

CHAPTER – X

10. PROCEEDING OF THE MANAGING COMMITTEE

- 10.1 The Managing Committee shall meet at least eight times during the year and at least once in two months. At least five days clear notice of the

meetings of the Managing Committee shall be given to all the members there on for ordinary meetings and 24 hours' notice for adjourned meetings, not fixed for the same time and the same place in next week

- 10.2 A quorum for meeting of the Managing Committee shall consist of seven Members. If the quorum is not present within 30 minutes from the time of the meeting, the members present may adjourn the meeting to the same day and the same time next week and at the same place, notice of which need not be given to the members. Only the business on agenda will be transacted with or without quorum at the adjourned meeting. If this adjourned meeting is required to be held urgently, a 24 hours' notice at least shall have to be given.
- 10.3 All questions before the Managing Committee shall be decided by a majority of the members present, and in case of equality of vote the presiding person at the meeting shall give a casting vote which will be in addition to his/her own vote as a member.
- 10.4 President or in his/her absence one of the Vice-Presidents as decided by the majority of the members present, shall preside at the meeting and in case of equality of vote, the presiding person at the meeting shall give a casting vote in addition to his/her own vote as a member.
- 10.5 Once the Hon. Secretary issues the notice for convening the Managing Committee neither he/she nor any of the office bearers will have powers to postpone or to cancel the meeting. If the circumstances warrant such an action the President/ Hon. Secretary shall place the proposal before the members present in the Managing Committee.

- 10.6 In case of emergencies, opinions of the members of Managing Committee may be invited by a circular and decision shall be taken according to the majority of the votes based on the total members of the Managing Committee eligible to vote.
- 10.7 It will be the duty of the Hon. Secretary to call the meeting of the Managing Committee as prescribed under clause 10.1 or when he/she is so directed by the President or when at least 7 members of the Managing Committee eligible to vote request to convene the meeting. If the secretary fails to take action within the prescribed time limit under clause 10.1 or within 7 days from the date of receipt of request for requisition from the members of the Managing Committee, they will themselves convene the meeting and transact the business as per the notice. Such proceedings shall be binding to all concerned.
- 10.8 The Managing Committee Shall always complete the business on the agenda. If a meeting is required to be adjourned early postponing the part of the business the approval of majority members present shall be necessary.

CHAPTER - XI

11. GENERAL BODY

- 11.1 The Annual General Meeting of the Institute will be called by the incoming Hon. Secretary not later than 30th June every year under any circumstances. This meeting will be presided over by the outgoing President. Annual General Meeting will transact the following business.
- a. To read and confirm the minutes of preceding Annual General Meeting and Special General Meeting or Meetings thereafter if any.

- b. To receive and consider the report of Managing Committee for preceding year, about the management and affairs of the Institute, presented by the outgoing president.
- c. To receive and consider the audited accounts of the financial affairs of the Institute of the preceding year presented by the outgoing President.
- d.1 To present the report of election if any held during the year by the outgoing President.
- d.2 To welcome incoming President to preside for remaining Agenda of AGM
- e. To sanction the budget of the ensuing year presented by the incoming president.
- f. To appoint auditors and to fix their remuneration.
- 11.1 (a) Annual General Meeting will be conducted by the outgoing President.
- 11.1 (b) Budget for ensuing financial year shall be prepared and presented before the AGM by the incoming President.
- 11.2 For all the meeting of the general body, there shall be clear notice of at least 14 days exclusive of the day on which the notice is served or deemed to be served, but inclusive of the day of the meeting. In all cases the date, time and place of the meetings and the agenda showing the nature of the business shall be specified in the above notice. In addition, notice of AGM or special general body will be sent to all members along with the reports if any, in circular and/or letter form by appropriate virtual communication like Email, SMS or any other platform.
- 11.3 The quorum for all general meetings shall be at least 1/10th of total strength of members as on the day of meeting or 100 members whichever is less.

If a quorum is not formed within 30 minutes the non-quorum meeting will be held after 30 minutes at the same place to transact the business on agenda.

11.4 (a) Besides the Annual General Meeting, Special General Meeting may be convened by the Secretary at the instance of the President or the Managing Committee or upon the requisition by at least 1/10th of the total strength of the members or 75 members whichever is less.

11.4 (b) The Special General Meeting shall be called for a specified purpose. The purpose shall be expressly specified in the agenda, which shall accompany the notice of the Special General Meeting. No other business than the one specified in Agenda can be transacted at such a meeting. However related issues and relevant decisions can be taken by the Body, in connection with all points on Agenda.

11.4 (c) Requisition meeting will be convened by the Hon. Secretary within 21 days of receipt of notice. If the Hon. Secretary fails to take any action or fails to communicate the date of the meeting to the members asking for the requisition, these members shall themselves convene the meeting with a minimum 1-week notice to the members in an appropriate manner.

The chairman of the meeting will be elected by the members present. Agenda at such a meeting will not be only as per requisition notice and in conformity with clause 11.4 (b)

11.4 (d) If there is no quorum in the requisitioned meeting at the notified time, the meeting will stand adjourned.

11.5 If all office bearers are absent to whom majority of the members elect, shall preside at the meeting of

the General Body. If the President and both Vice-Presidents are absent, the members present may elect any member to preside over the meeting.

- 11.6 Under the genuine emergency or extra ordinary circumstances, Managing Committee may postpone the election and appoint the auditors for the ensuing year and may decide and take all decisions for the working of ensuing year in respect of all office-bearer ship, budgetary matters, approval of annual deb accounts, etc. as required for the smooth functioning of the Institutional affairs.

CHAPTER- XII

12. DUTIES OF OFFICE BEARER

12.1 President

- (a) President shall be in overall control and supervision of the Institute and he shall preside over all the meetings of the Institute.
- (b) President and in his absence any of the VP. nominated by him or Managing Committee shall carry out his functions.
- (c) At all meetings the President will have a right to exercise a casting vote.
- (d) President or under his instruction Hon. Secretary will convene meetings of Managing Committee, General Body, Sub Committee etc.

12.2 Treasurer

- (a) The Treasurer shall keep the accounts and Hon. Secretary generally carry on the financial grill management in such manner as the Managing Committee may from time to time, by general or special resolutions direct. The Treasurer shall be in charge of the funds of the Institute.

- (b) It shall be the duty of Treasurer to maintain true and fair accounts of all the financial affairs and liabilities of the Institute in consultation with the Hon. tools a Secretary and under the direction and control of the Managing Committee.
- (c) To preserve all the records pertaining to accounts, of ledgers, cheques, statements, passbooks etc. and shall be kept at the registered office of the institute. Vis
- (d) To collect fees and other moneys due to the 90obtaocinstitutes and accept in the name of the institute any gift, donation, deposits made to the institute.
- (e) To deposit in the name of the institute all moneys in an account with such a bank as the Managing Burns Committee from time to time may decide.
- (f) To disburse the funds of the institutes under the direction of the Managing Committee.
- (g) To fixed deposit life membership fees, permanent funds, money held with the Institute as a deposit of other parties for a long duration, excess of collection, income, donations, in such securities as may be is permissible under the Indian Trust Act with due approval of the Managing Committee.
- (h) Keep record of all receipts disbursement in a 99 satisfactory manner.
- (i) To prepare for presentation before the AGM a of that statement of financial affairs of the Institute for the preceding financial year certified by the auditor appointed by the preceding AGM.
- (j) To get the account audited at least once every year.
- (k) To present quarterly un-audited account of the receipt and expenditure before the Managing Committee showing comparison with the preceding

quarter, the same quarter of the preceding year and the budget provision.

- (l) To hand over all records to the incoming Treasurer
Failure to do so may warrant disciplinary action from the Managing Committee.
- (m) Outgoing Hon. Treasurer shall continue his work of finalizing accounts of preceding year, i.e. his tenure, for only audit, rectification as may be directed by the President and Hon. Secretary till passing of accounts in the next AGM

12.3 Hon. Secretary

It shall be the duty of the Hon. Secretary.

- (a) To keep true and correct minutes of the Managing Committee meetings and of the Special and General Meetings of the Institute.
- (b) To prepare agenda and get posted the notice for the meeting of the Managing Committee and of the Special and General Meetings of the Institute.
- (c) To manage to keep and preserve the administrative and technical records of the Institute.
- (d) To arrange to keep a record of the properties and dead stock belonging to or in custody of the Institute.
- (e) To attend to and keep record of the correspondence of the Institute.
- (f) To maintain a register of all members of all classes of membership.
- (g) To prepare for presentation to the AGM report of the affairs of the Institute and the activities of the Managing Committee for the preceding year.
- (h) To notify any person holding membership of the Institute, Managing Committee or any other subcommittee when he/she has ceased to be a

member.

- (i) To publish newsletter, documents and other material which the Managing Committee or the President may direct him to do and to confirm to the requirements of law in regard to all such publications.
- (j) To hand over all records to incoming secretary. Failure to do so may warrant disciplinary action from Venues the Managing Committee.
- (k) To do all such things as the Managing Committee may from time to time direct.
- (l) Outgoing Hon. Secretary shall continue his work of finalizing annual report of the managing committee for the preceding year, i.e. his tenure, for only accounts, election report etc for presenting before the next AGM to the satisfaction of the members at the Annual General Meeting.

CHAPTER- XIII

13. AUDIT

- 13.1 The account of the Institute shall be audited every quarter by internal auditor appointed by the Institute.
- 13.2 The account of the Institute shall be audited at least once every year by external auditor appointed by the Institute.

CHAPTER- XIV

14. POWER TO MAKE CHANGE.

- 14.1 The Institute shall have power to add or to vary the memorandum of Association by a resolution passed by 3/5 majority of the total number of the members of the institute present at the Special General out

Meeting. The institute shall have powers to add or vary the byelaws and rules or regulations by a resolution passed at the Annual General Meeting or Special General Meeting by a majority of members present at the meeting.

AGM will undertake addition, omission or variation of minor nature only. The members present at the meeting should give approval to the proposal. This to provision should be used sparingly. Such changes in part 'A' objectives can be undertaken only at Bled Special General Meeting.

CHAPTER- XV

15. GENERAL

- 15.1 All office-bearers shall continue to hold office till 7th April as per cl. 7.3(a) herein before provided.
- 15.2 No member of the Managing Committee and no office bearers shall be personally liable for anything done by them bonafide during the course of their discharge of duty as such office-bearers nor shall he/she be responsible for any fault, misappropriation, misconduct or neglect of duty of any of his colleagues or office staff members.
- 15.3 The Institute shall have its own common seal for the purpose of the Institute and the seal of the institute shall not be affixed to any instrument except with the authority of a resolution of the Managing Committee and in the presence of at least two members of the Managing Committee, who shall sign every instrument to which the seal of the Institute is so affixed in their presence.

The committee shall provide for the safe custody of the seal for the time being under such regulations as the committee may prescribe.

- 15.4 The register of the Members of all classes shall be open for inspection to all members.
- 15.5 The Institute may issue badges, identity card, emblem or certificates to all categories of members. Such certificate shall be signed by the President and/or Hon. Secretary.
- 15.6 The Library is open to all classes of members including nominal members and the books, educational cassettes, recording of technical lectures, seminar etc. can be taken on loan for the prescribed period by any one of them.
- 15.7 In case of any dispute regarding interpretation and meaning of the clause/clauses of the constitution or with respect/regards to the question whether any provision of the constitution is being violated or not or he/she feels aggrieved by the decision of the Managing Committee of the institute, the matter shall be settled through Mediation followed by Arbitration, if necessary. The Arbitrator/Arbitrators will be appointed from the panel of past presidents with the consent of both the parties and procedure will be as per the relevant Act and procedure therein. The decision of the arbitrators shall be final and binding to both parties.

Note: -

As category of Fellow Member (FM) of membership has been discontinued / deleted by amendment all references / clauses related to FM category has been deleted/ removed from the constitution.

Annexure I

Candidature Form

ELECTION : MANAGING COMMITTEE FOR THE YEAR 20 - 20

1. Category : Fellow Life Member / Associate Member / Patron Member
2. Membership No. : _____
3. Full Name of Candidate in block letters

Surname First Name Second Name

4. Address Present : _____

Permanent : _____

5. Telephone No. : _____

6. I desire to contest the election to the Managing Committee for the year 200 from the _____ category (as mentioned in the election circular)

7. I am enclosing herewith DD/Cheque/Cash Receipt No. _____ dated. _____ for Rs.5000/- drawn on Bank _____ as a deposit. I know that if the cheque is dishonoured my candidature shall stand cancelled. I am also aware that if I fail to secure votes equal to or more than 10% of valid votes cast, my deposit shall stand forfeited.

8. On the ballot paper my name be printed as under.

Place :

Date :

Signature of Candidate

We undersigned support the candidature of

Shri _____

FLM / ASLM / PATRON No. _____

Sr. No.	Name	Category	Member-ship No.	Tel. No.	Sign.
1.					
2.					
3.					
4.					
5.					

1. Candidate shall mention present address where election communications can be sent
2. Permanent address and telephone number should also be given
3. Candidate will ensure that all the requirements mentioned in the circular are strictly adhered to or otherwise form is liable to be rejected.
4. Form should be carefully filled and all relevant details must be given.
5. A short resume of the candidate should be included with this form.
6. The form along with deposit should reach office latest by 7.30 P.M. in person. Forms will be accepted up to 7.30 P.M.. Cash payment of deposit will be accepted up to 6.30 P.M. only.
7. Candidate will obtain an acknowledgment and preserve it carefully.
8. The decision of the Board of Scrutineers shall be final and binding to all the members of the Institute.

1. Candidature Form Received Date _____
Time _____
2. Membership No. of Candidate
3. Candidature form for Life Membership Class for 4 years
Associate Life Membership Class or Patron Member Class
4. Supporter are from respective Class
5. Deposit paid or not _____
6. Form Accepted / Rejected _____
7. Reasons for Rejection

Convener
Board of Scrutineers

Membership Form for Individual

To,

**The Secretary,
The Gujarat Institute of Civil Engineers & Architects
Ahmedabad - 380 006.**

Sir,

I/the undersigned _____

hereby apply for membership of the above Institute. I have read the rules regulation and memorandum of the association and assure you to abide by them. My particulars are given hereunder.

Yours Faithfully,

Signature of the Applicant

Date :

Category of the membership applied :

1. Fellow Life Member

2. Patron Member

We, the undersigned, members of this Institute, know the applicant and certify that he/she possesses qualifications prescribed by the Institute.

Name & Membership No.

Signature

1. _____
2. _____

MEMBERSHIP FEES : The entrance fees, the annual subscription fees, Life membership fees, payable by the various classes of members, shall be as shown in the following table :

Sr.#	Class of Membership	Ent. Fees Rs.	Annual Subs. Rs.	Life Mem. Fees Rs.	GST	Total Rs.
1.	Fellow Life Member	1000/-	- - - -	11,000/-	18.00%	14,160/-
2.	Patron Member	- - - -		1,00,000/-	18.00%	1,18,000/-

GST No. : 24AAATT4739K1Z7

FP/-02
RCV:01 1-6-24

- (1) Full Name : _____
 Surname First Name Second Name
- (2) Residential Address : _____

- (3) Office Address : _____

- (4) Telephone Numbers : (O) _____ (R) _____ (M) _____
- (5) Correspondence Preferred at Residence ☐ Office ☐
- (6) Date of Birth : _____
- (7) Email : _____
- (8) Educational achievements
 (Attach True Copy of the Certificates)

Diploma/Degree	Institute	Year	Grade

- (9) Educational achievements (Attach True Copy of the Certificates)

Period		Designation	Company / Role / Duties
From	To		

Please attach extra sheet, if required.

Attach following documents with this form:

- (1) Copy of Photo Identity? Proof
 (2) Copy of Degree Certificates

Signature

FOR OFFICE USE

Rs. _____ received by Cash/Cheque/ Online Payment
 Receipt No. _____ Date _____ (Membership
 Approved by the Managing Committee in the meeting held on _____)

Membership Form For Company / Institute / Firm

(Please Use **CAPITAL LETTERS** Only)

Category of the membership applied :

1. Associate Life Member ☐

2A. Institutional Member ☐

Professional Association -
Institution

2B. Institutional Member- Others ☐



THE GUJARAT INSTITUTE OF™

CIVIL ENGINEERS &

ARCHITECTS

Nirman Bhavan, Opp. Law Garden,

Ellisbridge, Ahmedabad-380 006.

Phone : 079-26565935

E-mail : info@gicea.org

Web. : www.gicea.org

P. S.
Photograph

Membership No.

--	--	--	--	--	--	--	--

To,

The Hon.Secretary,

The Gujarat Institute of Civil Engineers & Architects - Ahmedabad - 380 006.

Sir,

I undersigned Director/Partner/Proprietor/ _____ on behalf of _____ hereby apply for membership of the above institute. I have read the rules and regulation memorandum of the association and assure you to abide by them. My particulars are given hereunder.

Yours Faithfully,

Signature of Applicant

Rubber Stamp of Firm

We, the undersigned members of this institute, know the applicant and certify that he possesses the said Company / Institute / Firms dealing as per our required norms.

Name

Signature with membership No.

- _____
- _____

Details of Authorised Person's of Company / Institute / Firm :-

Authorised Person's Surname

First Name

Middle Name

Birth Date

Blood Group

Residence Address

Residence Ph.-

Company Address

Mobile

Fax No.

E-mail

Web Site

Correspondence Preferred At :-

Office Phone

Residence Phone

AI/-01
RCV:01 1-6-24

Signature



Company / Institute / Firm Profile :-

1. Name of Company / Institute / Firm - _____

2. Constitution Proprietor / Limited / Partnership / Institution - _____

3. Name of the Director / Partner / Proprietor - _____

4. Year of Establishment - _____

5. Type of Business - _____

6. Any Additional Information - _____

Please attach extra sheet if required.

Attach following documents with this form:

- (1) Copy of Business / Institution registration certificate, AUA & MUA
- (2) Copy of Photo Identity proof of signatory

Signature of Applicant

Rubber Stamp of Firm

Sr.	Class of Membership	Ent. Fees Rs.	Life Mem. Fees Rs.	GST	Total
1	Associate Member	5,000/-	37,500/-	18%	50,150/-
2A	Institutional Member Professional Association / Institutional	22,500/-	52,500/-	18%	88,500/-
2B	Institutional Member / Others	45,000/-	1,05,000/-	18%	1,77,000/-

FOR OFFICE USE

Rs. _____ received by Cash/Cheque/ Online Paymet Receipt No. _____

Date _____ (Membership Approved by the Managing Committee in the meeting held on _____)

Membership Form for Students



THE GUJARAT INSTITUTE OF™
CIVIL ENGINEERS &
ARCHITECTS

FORM PART – I

Student Forum' ENROLMENT No. _____

Affix
Pass Port
size
Photo

To,
The Secretary,
The Gujarat Institute of Civil Engineers & Architects
Ahmedabad – 380 006

Sir,

I (Ms. / Mr.) the undersigned _____
hereby apply for the "STUDENT MEMBERSHIP", of GICEA. I have read the rules and regulations and assure you and agree to
abide by the same. My particulars are given below.

Yours faithfully

Date :

(Signature of the applicant)

- Name : (Ms. / Mr.) _____
Surname First Name Middle Name
- Date of Birth : _____
- Residential Address _____

- Name of INSTITUTE : _____
Address _____

- Discipline/branch-sub branch/Faculty /field _____

At College /University : Admission / promotion granted to SEMESTER _____

In Month/year _____ Wide Student GR registration number at College _____

- Students' residence Contact No. _____ Mobile No. +91 _____
- In Case of an Emergency Contact: Name _____ and Number _____
- Email id _____ add on alternate E-mail id _____
- I hereby enclose the payment of rupees (500/-) FIVE HUNDRED towards the NON-FUNDABLE one time 'enrolment APPLICATION' fee vide Cheque no./ Online Payment _____ issued on
Branch _____ of _____ Bank.

By this I have accepted the option of full-fledged Student Forum membership valid till completion of currently ongoing academic program as mentioned above.

- I shall avail, use and borrow books, FROM GICEA LIBRARY only through bonafide member of GICEA.
This application is duly supported by self attested COPIES: OF PHOTO ID card and institutional document.

FOR OFFICE USE ONLY

Payment record wide receipt No. _____ Book No. _____ Date _____

Enrolment to STUDENT FORUM approved by the (_____ rd/th) Managing Committee meeting held on _____

Data entered / recorded by _____ at GICEA

FE/02
RCV:01 1-6-24

FORM PART - II

THE RULES, REGULATIONS AND TERMS, CONDITIONS DEEMED TO HAVE BEEN READ, EXPLAINED,
AND UNDERSTOOD AS ACCEPTED BY AFFIXING MY SIGNATURE HEREUNDER

- At any given instant or time as and when demanded by the GICEA authority, I agree to provide the proof/evidence and prove that I am the BONA FIDE student (of an Academic Institution, imparting post School, education leading to diploma, degree etc in the field related to infrastructure, town and urban planning, real-estate management, ecology, environment, seismology, archaeology, heritage preservation, etc as well as civil engineering, architecture, interior and furniture design, temple-stone craft, etc allied vocational craft /trade, 3D modeling, draftsman ship, or SPECIAL INVITEES, except those like Fashion, cloth, cosmetics', jewellery designing)
- "The Enrolment as STUDENT MEMBER, approval, does not purport to be the right to upgrade the same as Member of GICEA. GICEA management have undisputed and exclusive right to wind up this "STUDENT MEMBERSHIP".
- At any given time and on date, the decision of the Managing Committee of GICEA, either to accept, reject, enhance extend and or revert leading revoke and expulsion of my "The Enrolment as STUDENT MEMBER", shall always be binding to me.
- I AM FULLY AWARE , THAT THIS IS THE PLATFORM PROVIDED AND OFFERED TO ME FOR ' MY ' CAREER BUILDING' ,and therefore , I SHALL NOT INVOLVE , IN ANY ACTIVITY THAT MAY BE HARMFUL TO THE IMAGE OF ' GICEA'. Here by I assure my fullest support and cooperation to GICEA Administration staff and authorities.
- I shall not act in such a manner that may damage the fittings, fixtures, furniture, vehicles, utilities and/ or property of GICEA, or harm the members, visitors, guest, bye-standees and/ or general public. If I do, hereby I indemnify GICEA.
- I shall hold myself fully responsible for all my acts, deeds, action and attendance.
- I agree to NOT to act in such a manner that might hinder and disturb the ongoing activities and programs on GICEA premises.
- As per policy of GICEA, I agree to receive information circulars etc through Website, by email, or by SMS and in exceptional case through Whatsapp etc. While attending any seminar, lecture, workshop, presentation, tour, I shall volunteer to bear my own expenses as may be required for registrations.

Signed in full by the Applicant: _____

(MANDATORY)

Introduced by a FLM / ASLM Member of GICEA Membership No:

Name (CAPITAL LETTERS) _____

Signature _____

OR

Signed and SEALED by the Head/Registrar/Authorised Signatory of the College/Institution:

(A) Photo Id ☐

(B) Supporting Documents ☐

Supporting Documents and application Verified by _____ at GICEA on _____

Common Attachment for all Membership form

Part-I

MEMORANDUM OF ASSOCIATION

1. The Society / trust shall be called "The Gujarat Institute of Civil Engineers & Architects" (GICEA) having registered address at Nirman Bhavan, Opp. Law Garden, Ahmedabad-380006.
2. The Registered office of the Institute (GICEA) will be in Ahmedabad. a

:: OBJECTS ::

The Objects of the Institute are:

- a. To provide facilities in Civil Engineering & Architecture including Irrigation Engineering, Municipal Engineering, Highways and Road Engineering, Interior Designing, Hydro-Electrical Engineering, Surveying, Town Planning, Urban Planning, Environmental Engineering, Real Estate and such other professions allied to Civil Engineering for further studies, research and of mutual consultation and contact.
- b. To hold periodical lectures, discourses, demonstrations, exhibitions, conferences, trainings and such other activities to impart specialized knowledge and to disseminate general knowledge in Civil Engineering, Town Planning, Architecture, Infrastructure Engineering and allied fields to the citizens.
- c. To make provision for imparting instructions in Civil Engineering and allied subjects to those who require it for qualifying themselves for any special purpose.
- d. To start magazines and periodicals and to publish papers, technical books, etc., to further the aims and objects of the Institute.
- e. To collaborate with the departments of the Governments, local authorities and such other Institutions in the matters concerning the profession of Civil Engineering with a view to take active interest in the engineering problems concerning the welfare of the community.
- f. To initiate or collaborate with the activity which is in the common interest of the fraternity of Civil Engineers & Architects in specific, and of the rest of the technical fields, in general.
- g. To raise loan, accept, grant, subsidy from the Govt. Semi-Govt., Banking Institution, Financial Institution, Private Companies, Individuals for furthering the aims of the Institutes like education, laboratory, dissemination of technical information, welfare of members and their families, cultural activities, public activities and such other related development and welfare purposes.
- h. To perform all acts, those are deemed fit by the Managing Committee.

Part-II

Rules & Regulations

1. MEMBERSHIP

The Institute shall consist of honourable members, patron members, fellow life members, associate life members, institutional members, non-resident members, NRI Members, Student members, and/or any other category membership which is pertaining to the aims and objectives of The Institute.

- 1.1 All categories of membership of above categories except student membership shall be known as life members of respective categories.
- 1.2 All fellow members will be enrolled from the members of the profession of Civil Engineering, Environmental Engineering, Architecture, Interior Design - Landscape Architecture, Heritage Architecture, Construction and Project Management, Transport Engineering, Town Planning, Urban Planning, Urban Design, Building Biology, Ceramic Engineering, Forensic Civil Engineering, any other course related to Civil Engineering or Architecture shall possess Degree or Diploma obtained from any board, university, Deemed university in India or abroad recognized by AICTE (All India Council Of Technical Education) Or Director Technical Education Board of State as a course equivalent to degree or diploma in Civil Engineering or Architecture or Planning, Interior Designing, etc. Individuals possessing Bachelor or Master Degree in management related to above mentioned subject shall also be eligible for fellow membership. Individual having completed bachelor degree and applying for fellow membership should have obtained the same after 12th science or equivalent academic course.
- 1.3 Deleted
- 1.4 Any firm or company dealing with building and structural materials and/or other allied materials, as traders or their manufacturer and/or dealing with construction work shall be eligible for becoming Associate life member, if so, approved by the Managing Committee. Such firm or company accepted as Associate Life Member shall name one of its Directors/Partners/Proprietor as its representative who will enjoy all the rights and privileges of the Membership of the Associate category.

The right of membership of Social Security Scheme of GICEA, shall be as decided by managing committee of GICEA from time to time
- 1.5 Deleted
- 1.6 Any organization like financial institute / organization, society, NGO, which are engaged in financing the Real Estate project, Construction Machinery, Construction Professionals, Infrastructure projects as our members. Other academic institutes engaged in educating in the same field of our aim and objective may also be admitted as Institutional Member after getting approval of the Managing Committee. The entrance fees new institutional members will be Rs. 75,000 for professional associations / institutions and Rs. 1,50,000 for all other institutions plus statutory taxes as applicable. They will be allowed to nominate five members of their organization. They will however have only one voting right but do not have right to become member of SSS of GICEA. They will have no legal or property rights. All other rules and regulations in force for Institutional membership shall also apply to them. Every three years their activeness to be verified. They can witness AGM proceedings but cannot participate in AGM.

The word and meaning of words "Institutional" or "Association" shall mean body or an organization or institution or government entity or semi-government entity or registered trust or registered NGO or registered society or Section (4) Company as per Companies Act 2013 or individual / consortium of professionals working at local or state level or inter-state level or international level, bankers and financiers can become "Institutional" member if they are satisfying above said norms / criteria.
- 1.7 Deleted
- 1.8 Any person who has completed 45 years age, who possesses qualification as per clause 1.2 who is actively associated with the profession connected with Civil Engineering & Architectural etc. field, who has made and who is making remarkable contribution in the Civil Engineering & Architectural field and who has carved out a position for himself in the society and whose inclusion in the category of patron of the Institute enhances the prestige of Institute may be included in the category of

the patron member by the Managing Committee on receipt of an application in the prescribed form along with fees and a detailed resume. A Fellow Life Member on attaining an age of 45 years can apply for Patron Membership & completed 12 years as FLM if he feels; he satisfies the criteria stated above. Payment of fees will not be the only criteria to obtain Patron Membership. Decision of the Managing Committee in this matter will be final and binding. While, rejecting application of any member, Managing Committee will not give reasons for its decision.

- 1.9 Any outstanding Personality selected by the Managing Committee, based on his contribution in the field of work can be selected as Honourable member. Such member shall not have to pay any subscription.
- 1.10 Any person who possesses the requisite qualification to be a fellow member or associate member and is eligible to obtain membership, and ordinarily residing/ living outside the State of Gujarat will be known as Non-Resident member of such classes to which he/she is attached.
- 1.10 (a) Any person of Indian origin residing abroad and who possesses the requisite qualification to be a Fellow Member as per the provision of rule 1.2 of part II will be known as NRI member.
- 1.11 Any person or a firm or Institution wishing to be a member of the Institute of any classes except honourable member shall submit an application on the prescribed form duly supported and recommended by two members of the Institute along with the fees. Only on approval of the application by Managing Committee such person/ firm/Institution shall be admitted as a member of the Institute.
- 1.12 Any person who is of unsound mind or who is an undischarged insolvent or proved guilty of professional conduct or carries any activity against or detrimental to the Institute or its reputation or is prima-facie found responsible for miss-appropriation of Institution funds or property shall not be entitled to be enrolled or continued as member of the Institute.
- 1.13 Members except Institutional, honourable and student category will be eligible to be a member of Social Security Scheme of GICEA as per constitution & byelaws of Social Security Scheme of GICEA in force from time to time.
- 1.14 Student membership fees will be decided by the Managing Committee from time to time.

Signature



Membership I-Card Form

THE GUJARAT INSTITUTE OF
CIVIL ENGINEERS &
ARCHITECTS

(FILL IN THE DETAILS IN ENGLISH BLOCK LETTERS)

NAME : _____



MEMBER NO. : _____

BLOOD GROUP _____

BIRTH DATE : _____

ADDRESS : _____

_____ City _____ Pincode _____

Ph. : (O) _____ (R) _____ (M) _____

Signature

