

**ASIAN INSTITUTE OF TECHNOLOGY
ALUMNI ASSOCIATION- BANGLADESH (AITAA-B)
STATUTES**

Preamble

We, the Alumni of the Asian Institute of Technology (AIT) whose native country is Bangladesh, develop mutual interest among ourselves, establish mutually beneficial relations between the AIT and its Alumni, and promote the interests of AIT do hereby form ourselves into an Association and adopt this constitution.

Article I: Name

Sec 1: This Association is a Chapter of AIT Alumni Association (AITAA) and thus this is Bangladesh Chapter of AITAA and shall be known as the "**ASIAN INSTITUTE OF TECHNOLOGY ALUMNI ASSOCIATION-BANGLADESH**", the abbreviation of which shall be "**AITAA-B**",

Article II: Objectives

Objectives

The objectives of AITAA-B are:

1. To establish and maintain a good relationship among the institute, association (AITAA) and the alumni.
2. To exchange ideas among the members of the association and thereby share each other's experiences, knowledge and cognizance, and to each member, for keeping touch with his fellow members, the Association and the institute.
3. To support and cooperate among the alumni and with the institute in research, training and all kind of projects.
4. To contribute effectively to the long-term progress of the institute through any lawful manner, voluntarily or as and when requested by the institute.
5. To facilitate in compiling and publishing of "Resume Book" and a database of jobs for the Job Seekers.
6. To make effort for suitable employment opportunities for the members.
7. To promote humanitarian and social activities, sports and other cultural activities among the members and the society at large.
8. To undertake programs rendering social and voluntary services for the national interest.
9. To heighten the image of the institute.
10. Partnership with Alumni to implement mutually benefited projects/research/ studies.

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11. To make any lawful course of action not specified in this constitution but which is considered helpful for furthering of the objectives of the association for the greater interest of the members.

Article III: Membership, Duties and Privileges of Members

Sec. 1 The membership of the AITAA-B shall be of three kinds — Regular Membership, Affiliated Membership and Honorary Membership.

Sec. 2 The Regular Membership shall be given to holders of degrees and diplomas awarded by AIT or the former SEATO Graduate School of Engineering. A Regular Member shall be a Bangladeshi by nationality.

Rights and Privileges of a Regular Member: A Regular Member shall vote for and may be elected to any office in Bangladesh Chapter to which he/she belongs or of the AITAA.

Sec. 3 The Affiliate Members shall be given to AIT Certificate holders who have gone a training of minimum one term/ semester at AIT. They should apply to the Executive Committee for the membership. An Affiliate member shall be a Bangladeshi by nationality. They do not have the voting rights and are not eligible for becoming EC member.

Any type of membership application will be approved by the President of the association upon recommendation of Membership Committee.

Sec. 4 Duties of a Regular or Affiliated Member:

A Regular or Affiliated Member shall:

- Pay the stipulated membership fee and other fees of the association.
- Affiliate himself/herself with the activity of the Chapter.

Sec. 5 AITAA Honorary Membership: Honorary Membership is open to any person who may not be a degree holder of AIT but has or had direct relation with AIT or AITAA and has rendered MERITORIOUS services to AIT and/or AITAA. The Honorary Membership shall be conferred by the Governing Board of AITAA Headquarter upon the recommendation of the Executive Committee of AITAA to a person who has rendered extra-ordinary & meritorious services to AIT or to the AITAA.

Article IV: Members of the Executive Committee and Elections

Sec.1 Executive Committee Members

The Officers of the AITAA-B shall be classified into two categories: elected and appointed. All the members of the Executive Committee must be elected in the Annual General Meeting (AGM). The AITAA-B members shall elect the following Executive Committee members/ office bearers of the association in the Annual General Meeting (AGM).

Posts of Executive Committee of AITAA-B:

Sl. No.	Position	Nos.
1	President	1
2	Vice President-1	1
3	Vice President-2	1
4	General Secretary	1
5	Joint Secretary-1	1
6	Joint Secretary-2	1
7	Treasurer	1
8	Member	3
9	Advisor	3
10	Ex-Officio Advisor (For previous Presidents of the Association)	2

The President shall appoint all other office staff whenever required. The President can remove/dismiss any appointed office staff any time if deemed pertinent.

Sec. 2 Qualifications for the members of Executive Committee:

a) All members of Executive Committee must be Regular Members of the AITAA.

Sec. 3 Duties and Responsibilities of the members of Executive Committee:

a) The President shall preside over all the meetings of the association and shall be the chief executive of the AITAA-B. He/she shall appoint all committees, except special committees which have to be recommended by the Executive Committee.

b) The Vice-President-1 shall assume immediately the duties of the President in the event of the latter's death, resignation or incapacity.

c) The General Secretary shall supervise all operational activities of the association (AITAA-B). He/She will attend all meetings, prepare the business/ activities schedule thereof and keep a record of all proceedings. Under the guidance of the President, he/she shall serve as the connecting link between the association and Executive Committee, and the alumni. He/she shall conduct all activities of the association (AITAA-B) with the consent of the President of the association. He/she shall be in close contact with the alumni and Executive Committee members of the chapter providing them necessary information about the association and alumni activities, under the supervision of the President. He/she shall keep in his office up-dated alumni roster with all pertinent data.

d) In the event of death, resignation or incapacity of the General Secretary, the Joint-Secretary-1 shall assume immediately the duties of the General Secretary.

e) The Treasurer shall keep a complete record of the accounts of the AITAA-B and shall present the financial report during the Association's meetings.

f) The Treasurer shall scrutinize carefully all expenditures and shall endeavor to secure economy in the disbursement of funds. He/she shall keep & maintain all the relevant documents pertaining to the expenditures in a proper manner. He/she shall recommend to the Executive Committee necessary measures to safeguard AITAA-B funds. He/she shall arrange audit all funds and properties of the AITAA-B.

g) The assigned person from Executive Committee appointed by the President shall be responsible for the promotional activities, new endeavor and business transactions of the AITAA-B.

h) The duties of other Officers appointed from the Executive Committee by the President depend on the task required for which they are appointed.

Sec. 4 Election of the President and Other Members of Executive Committee:

a) The President and other members of the Executive Committee of the Association (AITAA-B) shall be elected by the members of the association (AITAA-B) in the Annual General Meeting (AGM) to be held in November/ December for a term of 2 (two) years starting from the following January.

b) The tenure of the President and other members of the Executive Committee of the association (AITAA-B) are of two years. The President may be nominated for or eligible for re-election for 2 (two) consecutive terms.

Any Regular Member of the association (AITAA-B) is eligible for the post of the President or other posts of the Executive Committee of the association (AITAA-B).

Sec. 5 Appointment of the other Officers/ Staff:

a) The President of the association (AITAA-B) shall appoint other officers/ office staff if it is deemed requirement for the office.

b) The officers/ staff shall hold office from the date they are appointed by the President. President will have power to terminate any officers/ staff any time when required.

Article V: Sub-Chapters

If required, the National Chapter (AITAA-B) can form Sub-Chapter(s) under the guidance of the National Chapter. The Sub-Chapters, if formed to be informed to the head quarter of AITAA and to be listed in the AITAA directory.

Article VI: Meetings

Sec. 1 At any meeting of the Executive Committee, regularly and properly called, at least three members present shall constitute a quorum. The Executive Committee shall meet at the request



of either the President, or General Secretary or on petition of two other members of the Executive Committee.

Sec. 2 The Annual General Meeting of the AITAA-B shall be convened notifying to the members not less than three weeks earlier.

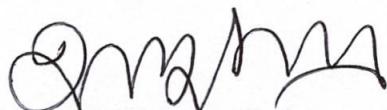
Article VII: Grounds for Dismissal

Any elected Officer may be removed or suspended from AITAA-B Chapter office by two-third vote of all members of the Executive Committee. Such removal or suspension may be made on any of the following grounds: inefficiency, abuse of office, disloyalty to the AITAA-B, gross misconduct, immorality and other grounds which the Executive Committee may deem sufficient, provided that every opportunity shall be afforded the accused to defend himself/herself.

Article VIII: Effectivity

Any correction / amendments to the statutes can be done upon the adoption by the resolution of the Annual General Meeting (AGM) / Extraordinary General Meeting (EGM). Any amendments to this statute shall become effective immediately upon their adoption resolution of the Annual General Meeting (AGM) / Extraordinary General Meeting (EGM).

THESE STATUTES WERE AMENDED, RATIFIED AND APPROVED IN THE GENERAL MEETING ON 20th DECEMBER, 2024.



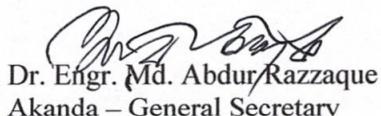
Mr. Abdur Rahman Bhuiyan
Treasurer



Dr. Ashraful Alam
Joint Secretary-1



Prof. Dr. Parimal Kanti Biswas
Joint Secretary-2



Dr. Engr. Md. Abdur Razzaque
Akanda – General Secretary



Dr. Md. Moqbul Hossain
Vice President-2



Engr. Md. Habibur Rahman
Vice-President-1



Abul Kashem Md. Shirin
President