



SRI LANKA MARINE ENVIRONMENT FORUM (SLMEF)

APPLICATION FOR MEMBERSHIP

(Please enter in BLOCK LETTERS)

1. Category of membership Honorary Member

Applied for Life Member

2. Name with initials:

Prof. Dr. Mr. Mrs. Miss.

3. Date of Birth: Date Month Year

4. Permanent Address:

Telephone No.

Office Address:

E-mail Address: Fax No: Telephone No:

Profession / Designation:

Address to which correspondence should be sent Permanent Official

5. Academic Qualification (Give full details as requested below)

Degree / Diploma etc. Subjects Institution & Address Year

Marine Field of Experience:

Please be good enough to accept my application for the membership of the Marine Environment Protection Authority and I hereby agree to be bound by the Constitution.

Date

Applicant's Signature

We confirm that the above particulars are correct

Proposer: Name:

Seconder: Name

Membership No:

Membership No.

Address:

Address:

Signature:

Signature:

2. Categories of membership

a) Student Members - Shall be individuals who are studying relevant subjects at the post-secondary level and have not yet completed their award requirements.

(Note1: Proposer & seconder should be Honorary / Full / Founder members)

- b) Associated members – Person who has been engaged with marine field work with 7 years or else five publications in peer reviewed journals or any proven experience.
- c) Life Members - Shall be individuals who are or have engaged in a branch of research on Marine/Maritime affairs of Sri Lanka and who possess a bachelor degree or any other academic qualifications acceptable to the Executive Committee or because of knowledge and experience occupy positions, in the opinion of the Executive Committee.
- d) Honorary members - Persons who in the opinion of the Executive Committee are likely to be of service to the SLMEF and to assist in the achievement of its objectives by reason of their personal eminence or public statue. Such membership may be conferred by the approval of a two-thirds majority of the full members present at a General Assembly.
- e) Corporate/Sustaining members - Shall be those establishments/organizations who support the objectives of the society.

This form should be competed and sent to the Joint secretary, Sri Lanka Marine Environment Forum, c/o Marine Environment Protection Authority, No.758, Baseline Road, Colombo 09, along with subscription, by cheque drawn in favor of Sri Lanka Marine Environment Forum or Cash.

- **Entrance Fees**

- Members (Life) - Rs. 500.00
- Session members - Rs. 500.00
- Corporate/sustaining members - Rs.5000.00

- **Membership Fees**

- Life members
 - Local - Rs.5000.00
 - International - US\$ 50
- Corporate/Sustaining members
 - Annual subscription - Rs. 5000.00
- Session members
 - Annual subscription - Rs.500.00

FOR OFFICE USE ONLY

1. Application Received on

2. Subscription paid

Received on With Cash / Cheque for Rs.....

Entrance fee

Membership fee

Cheque No.....

Name of Bank..... Branch.....

3. Receipt Number.....

.....

Date

.....

Hon. Treasurer

Elected as Associate / Student / Corporate / Life / Full Member as the meeting of the Executive Committee held on.....

Membership Folio No:.....

.....

Date

.....

Hon. President



CONSTITUTION

SRI LANKA MARINE ENVIRONMENT FORUM (SLMEF)

Article I : Name

- a) The ORGANIZATION shall be known and described as the SRI LANKA MARINE ENVIRONMENT FORUM.
- b) The abbreviated description of the said SRI LANKA MARINE ENVIRONMENT FORUM shall be SLMEF.

Article II : Interpretation

1. In these rules, unless the contrary intention appears,
 - “Coastal Marine Environment” means the factors of the surroundings of human beings and the biological functions effecting all organisms of every description including land, soil, water, atmosphere, sound & odors and taste & visual within the coastal & marine eco-sphere;
 - “General Assembly” means a general meeting of members convened in accordance with ARTICLE IX.
 - “Executive Committee” means the Executive Committee of the SLMEF constituted under ARTICLE V.

Article III : Objectives

1. The primary objectives of SLMEF are:
 - a) To promote effective interaction and cooperation among those involved in research and conservation and management activities in marine and coastal marine environment.
 - b) To liaise and co-operate with local, regional and internationally recognized government and non-governmental organizations having similar objectives concerned.
 - c) To create and propagate an awareness of the importance and the ways of sound management, protection, conservation marine environment and marine resources in Sri Lanka.
 - d) To serve as a forum for scientists and other personnel to discuss issues and policies related to development and conservation of marine and coastal environment.

2. Additional objectives.

In addition to the primary objectives of the SLMEF, it shall be empowered for the following purposes.

- a) The making of donations, subscriptions or any form of funds raising of in such a manner as the Executive Committee may from time to time determine;
- b) The doing of all other lawful things as the members in the General Assembly may think desirable for the promotion of the objectives and purposes of the SLMEF.

Article IV : Membership

1. Membership of the SLMEF is by nomination from two full/ honorary members and approval of the Executive Committee. All those who obtain membership prior to the 31st December 2017, who will be considered as founder members, will not need nomination and approval.

2. Categories of membership

- a) Student Members - Shall be individuals who are studying relevant subjects at the post-secondary level and have not yet completed their award requirements.
- b) Associated members – Person who has been engaged with marine field work with 7 years or else five publications in peer reviewed journals or any proven experience.
- c) Life Members - Shall be individuals who are or have engaged in a branch of research on Marine/Maritime affairs of Sri Lanka and who possess a bachelor degree or any other academic qualifications acceptable to the Executive Committee or because of knowledge and experience occupy positions, in the opinion of the Executive Committee.
- d) Honorary members - Persons who in the opinion of the Executive Committee are likely to be of service to the SLMEF and to assist in the achievement of its objectives by reason of their personal eminence or public statue. Such membership may be conferred by the approval of a two-thirds majority of the full members present at a General Assembly.
- e) Corporate/Sustaining members - Shall be those establishments/organizations who support the objectives of the society.

3. Nomination and approval

- a) A person who is nominated and approved for membership is eligible to be a member of the SLMEF on payment of entrance fee prescribed in By-Laws (Appendix A) of the Forum.
 - b) Members who default in payment of their fees over a period of time shall forfeit their membership, as anticipated in the By-laws.
 - c) A member of the SLMFE may, at any time, resign from the forum by sending a written notice of resignation, to one of the Joint Secretaries.
 - d) Any person, who has ceased to be a member subject to paragraphs 3(b) and 3(c) above, can rejoin the SLMFE. The Executive Committee may waive the entrance fee of such a person. However the Executive Committee may decide that the membership fees due for the period until re-joining have to be paid to the SLMEF.
4. All members and honorary members shall have right to vote, to be nominated for office in the Association and to propose and second the candidature of another member.

Article V : Executive committee

1. The Executive Committee of the SLMEF shall consist of the following office bearers.
 - i. The President
 - ii. The Vice President
 - iii. Two Joint Secretaries
 - iv. The Treasurer
 - v. Deputy Treasurer
 - vi. Ten Committee Members
 - vii. Eleven Council Members
2. All members of the Executive Committee shall be elected at a General Assembly and shall hold the office for a period of two year (i.e. until the conclusion of the General Assembly following the date of election) of the ten committee members, two will be the immediate past President and the immediate past Treasurer.
3. President should be appointed by the Executive committee.
4. The office bearers shall be eligible for re-election for a maximum of two consecutive periods.

5. In the event of a vacancy occurring in the Executive Committee, the Executive Committee may appoint a full member of the SLMEF to fill the vacancy, and the full member so appointed shall hold office until the conclusion of the General Assembly next following the date of his/her appointment.
6. Meetings of the Executive Committee shall be held at least in every other month.
7. The Executive Committee shall have the following functions:
 - i. Plan a programme of work for the year.
 - ii. Check all budgets submitted for action and direct expenditure of all funds.
 - iii. Appoint, direct and guide the work of sub-committees and at regular intervals, check on progress of work being done in the field. The Sub-Committees shall be ad hoc committees formed by the Executive Committee to deliberate and make recommendations on policies and programmes to the Executive Committee.
 - iv. Prepare a written report of work accomplished during a term of office with recommendations for the future incoming Executive Committee.
 - v. Any other activity recommended by the executive committee
8. National Co-coordinator : A member should be appointed from MEPA.

Article VI - Income of the Association

1. SLFME shall fund its affairs through,
 - a) Membership fees
 - b) Fund-raising activities
 - c) Grants and donations from Sponsors and Private Organizations.
 - d) Government consolidated funds
2.
 - a) The funds of the Association shall be applied solely towards the promotion of the objectives of the SLMEF.
 - b) All funds of the Association shall be deposited to the credit of the SLMEF in such banks or other depositories as the Executive Committee may elect.

- c) All cheques, drafts or orders for the payment of money, notes or other evidence of indebtedness issues in the name of the Association shall be signed by the Treasurer and one of the following:
 - i) The President
 - ii) The Vice-President
 - iii) One of the Joint Secretaries
 - d) Expenditure may be made only by an affirmative vote of at least a two third of the whole number of members of the Executive Committee including those not present.
 - e) Incidental expenditure up to Rupees Five Thousand (Rs.5000/=) can be spent without prior approval of the Executive Committee.
3. a) The financial year of the SLMEF shall be from the 1st of January to the 31st of December
- b) The accounts of the Treasurer shall be in accordance with the financial year of the SLMEF.

Article VII - Auditor

1. At each General Assembly of the SLMEF the member present shall appoint a person who is not a member of the Association as the auditor of the SLMEF.
2. A person so appointed shall hold office until the next General Assembly, and is eligible for re-appointment.
3. If an appointment is not made at a General Assembly, the Executive Committee shall appoint an auditor of the SLMEF for the current financial year of the SLMEF.
4. If a vacancy occurs in the office of auditor during the course of a financial year of the SLFME, the Executive Committee may appoint a person as the auditor and the person so appointed shall hold office until the succeeding General Assembly.

Article VIII - Audit

1. The accounts of the Association shall be examined by the auditor at least once during each financial year.
2. The auditor shall certify as to the correctness of the accounts of the SLMEF and report to the members present at the General Assembly.

ARTICLE IX - GENERAL ASSEMBLY

1. The Association shall hold a General Assembly during the last quarter of year. The time and place of the General Assembly shall be determined by the Executive Committee.
2. The ordinary business of the General Assembly shall be :
 - a) to confirm the minutes of the last General Assembly and of any general meetings held since that meeting;
 - b) to receive from the Executive Committee, Statement of accounts, and auditor reports on the transaction of the Forum since the last General Assembly;
 - c) to receive from the Executive Committee a report containing a review of the activities of the Association during the period since the last General Assembly;
 - d) to elect the office bearers of the Forum in every other year;
 - e) to appoint an auditor in every other year.
3. The members shall be entitled to present ideas or make suggestions at the General Assembly for the improvements of the work of the Association.
4. All general meeting other than the General Assembly shall be called special General Meetings.

Article X- Special General meeting

1. The Executive Committee may convene a Special General Meeting of the SLMEF, by sending to all members, not less than thirty days before the date fixed for such a meeting, a notice specifying the business to be transacted at the meeting.
2. The Executive Committee, on the requisition in writing of not less that 50% of the full members, convene a Special General Meeting of the Forum. The requisition for a Special General Meeting shall state the purpose of the meeting.

Article XI - Quorum

1. The Quorum for the General Assembly shall be one third of the registered membership.
2. The Quorum for a Special General Meeting shall be as the same as No. 1.
3. The Quorum for a meeting of the Executive Committee shall be five members.

Article XII - Entry fees and Subscriptions fees

1. There shall be an entry fee payable by each life and Student members and an annual subscription fee for Ordinary, Student, Associate, Life, Honorary, and Corporate/Sustaining, as per Article IV both of which shall be determined from time to time by the Executive Committee, and may be so fixed at a different rate, according to the category of membership.

Article XIII – Amendments to the Constitution

1. Amendments to the Constitution may be at the General Assembly or any Special General Meeting of the SLMEF provided that the membership shall have been informed by written notice, amendments recommended, at least 30 days prior to the meeting.
2. The Constitution shall be accordingly amended only if adopted by a two-thirds majority of the members present at such General Assembly or such Special General Meeting.

Article XIV - By-Laws

The by-laws which are annexed to the constitution as “APPENDIX A” shall be the by-laws of the SLMEF. The Executive Committee with the approval of the two-thirds of whole number of its members including those not present amend, modify, repeal or add to any of the by-laws.

Article XV : Dissolution of the association

In the event of the dissolution of the Forum, the assets may be disposed of as may be determined by a two thirds majority of members present at any meeting summoned for the purpose.

APPENDIX A

The by-laws of the Sri Lanka Forum on Marine Environment (SLMEF) are as follows:

1. The president shall exercise the powers normally incident to the position. She/he shall have responsibility for the interpretation and clarification of all procedural questions which may arise. She/he shall preside at all meetings of the Association and of the Executive Committee. In his/her absence, the Vice President shall preside.
2. The Vice President shall assume the duties delegated to him/her.

3. The Joint Secretaries shall be responsible for recording minutes of all meetings and keeping all records of the Association and of the Executive Committee. The shall prepare and present annual report at the General Assembly.
4. The Treasurer shall assist the Executive Committee and any other committee referred to in ARTICLE V, Section 6 (iii) in the financial planning of the Forum. The Treasurer shall also prepare and present an annual statement of accounts at the General Assembly.
5. The Entry Fees and Membership Fees are as follows:

- Entrance Fees

Members (Ordinary/Life)	-	Rs. 500.00
Session members	-	Rs. 500.00
Corporate/sustaining members	-	Rs.5000.00

- Membership Fees

- Members of Life/Honorary

Local	-	Rs.5000.00
International	-	US\$ 50

- Associated/Corporate/Sustaining members

Annual subscription	-	Rs. 5000.00
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- Session members

Annual subscription	-	Rs.500.00
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6. The Executive Committee may decide that any member of the Executive Committee, who fails to attend three consecutive meetings of the Executive Committee, without giving a valid reason acceptable to the Executive Committee, shall forfeit the membership of the Executive Committee.

7. Election of Executive Committee members

- a) Nomination of candidates shall be made in writing signed by two full/honorary members of the Association and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination). Nominations shall be delivered to one of the Joint

Secretaries of the SLMEF at least 30 days before the date fixed for the holding of the General Assembly.

- b) If insufficient nominations are received to fill all vacancies on the Executive Committee, the candidates nominated shall be deemed to be elected and further nominations shall be received at the General Assembly.
- c) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.
- d) If the number of nominations exceeds the number of vacancies to be filled, a ballot shall be held in such usual and proper manner as the President may direct. The office bearers shall be determined by a simple majority of votes casted.