



**CONSTITUTION
OF THE
SRI LANKA PORTS AUTHORITY
RETIRED STAFF OFFICERS' ASSOCIATION**

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(Established 14.02.1995)

The Constitution of the SLPA Retired Staff Officers' Association has been revised incorporating all amendments made upto the year 2016 by a Special Committee comprising of;

- (1) I. E. G. Perera - Patron
- (2) K.A.D. Siddhisena - Vice President
- (3) S. Balachandran - Hony. Joint Secretary

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Sri Lanka Ports Authority Retired Staff Officers' Association
(Established on 14th February 1995)

CONSTITUTION

- 1. Name:** The Association shall be known as the "Sri Lanka Ports Authority Retired Staff Officers' Association", hereinafter referred to as the "Association".
- 2. Office:** The office of the Association shall be situated in Colombo or such other place as the Committee of Management will from time to time decide.
- 3. Objects:** The Objects of the Association shall be :
 - (a) to promote, advance, safeguard and secure the rights, interests and welfare of the Retired Staff Officers of the Sri Lanka Ports Authority;
 - (b) to foster unity and maintain cordial and close relations among the Retired Staff Officers and other retired employees of the Sri Lanka Ports Authority;
 - (c) to render any service or assistance, if called upon to do so, by the Management of the Sri Lanka Ports Authority;
 - (d) to collect funds for the use of the Association;
 - (e) to do all or such other matters as may be necessary or conducive for the attainment of the above objects.

- 4. Membership:** (a) Ex-staff officers of the Sri Lanka Ports Authority who had retired from service on reaching the age of compulsory/optional retirement, or under a Voluntary Retirement Scheme introduced by the Authority or on grounds of ill health and those ex-staff officers of the Sri Lanka Ports Authority who had resigned from the service of the Authority having served in an executive capacity for at least ten (10) years provided that such officer's resignation had not occasioned as a result of any disciplinary proceedings against him/her shall be entitled to apply for membership. In the case of the latter, they shall be persons over the age of 45 years and their Application for Enrolment shall be recommended by two members of the Association.
- (b) Membership shall be granted on an application on the prescribed form and upon acceptance by the Committee of Management.
- (c) All members so enrolled shall be bound by the Rules laid down by the Constitution.
- (d) All persons present at the inaugural meeting on 14-02-95 shall be deemed Founder Members.

4.1 Associate Membership

Those Staff Officers of the Sri Lanka Ports Authority who are on the verge of retirement shall be enrolled as Associate Members of the Association so that a close liaison between the members of the Association and the Staff Officers in service could be established. Associate Members could attend the Annual General Meetings of the Association, but they shall not have the voting rights nor shall they be entitled to the financial benefits enjoyed by the members. However they

could participate at all the activities organized by the Association.

Associate Membership Fee shall be an outright payment of Rs. 500/- (Rupees five hundred) together with an Enrolment Fee of Rs. 100/- (Rupees one hundred). Upon retirement from the service of the Sri Lanka Ports Authority they could get themselves enrolled as members of the Association by making the prescribed payment less Rs. 600/- (Rupees six hundred) already made to obtain the Associate Membership.

5. Resignation

Any member desirous of resigning from the Association shall do so by notifying the Hony. Secretary in writing, giving one calendar months' notice and paying all the monies due to the Association.

5.1

Termination of Membership

Any member who is in arrears of membership fee for a consecutive period of two years without a valid reason shall cease to be a member of the Association.

5.2

The membership of any member who brings disrepute to the Association by any wrongful act, shall be terminated by the Committee of Management after an enquiry.

6. Patrons

Patrons of the Association shall be persons who command the respect of the membership and shall be elected annually. In addition, all Past Presidents of the Association shall be deemed Patrons unless otherwise the individual concerned has declined the offer.

7. Office Bearers:

The following Office Bearers shall be elected at the Annual General Meeting of the Association and shall hold office until the next Annual General Meeting :-

The President
Four (04) Vice Presidents
Hony. Joint Secretaries (02)
Hony. Treasurer
Hony. Asst. Treasurer
Hony. Organizer and
fourteen (14) Committee Members.

8. Management:

The affairs of the Association shall be managed by the Committee of Management subject to the rules contained herein. The Committee of Management may co-opt any member or members to assist the Committee.

9. Powers of the Committee of Management:

The affairs of the Association shall be conducted by the Committee of Management. The Committee of Management shall have the power,

- (i) to fill any vacancy/vacancies occurring amongst its members during the course of the year until the next Annual General Meeting and be responsible for the management of the finances of the Association.
- (ii) to make such rules as may be necessary in achieving its objects. Such rules shall take effect immediately and bind all members and shall be tabled before the next Annual General Meeting and ratification obtained.

- (iii) to delegate authority to sub committees to deal with any special subjects and to co-opt any other member/members to such sub committees.

10. Meetings of the Committee of Management:

The Committee of Management shall meet at least once in three months or often as necessary. The quorum for a meeting of the Committee of Management shall be seven (07).

11. Membership Fees:

- (a) The Membership Fee shall be Rs. 300/- (Rupees Three Hundred) per annum with an Enrolment Fee of Rs. 100/- (Rupees One Hundred) and an Identity Card fee of Rs.200/- (Rupees Two Hundred). However, the membership fee in respect of those members who had joined the Association before the 21st day of March 2009 shall be Rs. 200/- (Rupees Two Hundred).
- (b) Membership fee could be paid half yearly.
- (c) Life Membership Fee shall be Rs. 3000/- (Rupees Three Thousand) with an Enrolment Fee of Rs. 100/- (Rupees One Hundred) and an Identity Card fee of Rs. 200/- (Rupees Two Hundred)
- (d) Enrolment fee in respect of those seeking membership of the Association after the lapse of two years from the date of retirement shall be calculated at the rate of Rs.300/- (Rupees Three Hundred) for each year lapsed from the date of retirement.

- (e) Members who have paid their Annual Membership Fee continuously for fifteen (15) years shall be conferred Life Member status in recognition of their long linkage with the Association.

12. Funds

The funds of the Association shall be deposited in the name of the Association in a state bank/banks and shall be operated jointly by the Treasurer and the President or either of the Joint Secretaries.

13. Financial year:

The financial year of the Association shall be from 1st January to 31st December of a year.

14. Auditors:

An Hony. Auditor/Auditors elected at an Annual General Meeting shall audit the accounts of the Association.

15. Annual General Meeting

- (a) The Annual General Meeting of the Association shall be held each year not later than 31st March.
- (b) The quorum for the Annual General Meeting shall be one third of the membership.
- (c) Three weeks written notice of an Annual General Meeting shall be given to members.
- (d) Any resolutions proposed to be moved shall be submitted in writing to the Hony. Joint Secretaries to reach them not later than two weeks before the date fixed for the meeting.
- (e) The Hony. Joint Secretaries shall issue to members not less than one week before the meeting, the Agenda for the meeting together with all relevant reports and copies of resolutions to be moved.

- (f) The Hony. Joint Secretaries shall present at this meeting the Report of the Committee of Management on the activities of the Association during the year under review.
- (g) The Hony. Treasurer shall present a Statement of Audited Accounts.

16. Special General Meetings:

- (a) A Special General Meeting shall be convened on a decision of the Committee of Management or on the written requisition of not less than half the membership to consider any specified matter. Such written requisition shall set out the purpose for which the meeting is to be called and only such business shall be dealt with at such Special General Meetings. The Hony. Joint Secretaries shall, on receipt of such written requisition summon a meeting of the Committee of Management to consider the requisition within a period of not more than two weeks from its receipt. The Special General Meeting shall be summoned by the Hony. Joint Secretaries not later than two weeks after the Committee has considered the requisition.
- (b) The quorum for a Special General Meeting shall be considered as duly constituted only if not less than half the membership is present.

17. Voting:

Every member shall have the right to vote on any matter that comes up for consideration at any Annual General Meeting or Special General Meeting. The decision at all meetings shall be taken by a majority of the votes of members present, entitled to vote. The voting shall be

taken by the show of hands, or by secret ballot if the house so decides.

18. Amendments to the Constitution:

No decision of a Special General Meeting convened for the purpose of effecting a change in the Constitution shall be valid unless passed by a majority of not less than a two third of the members present.

19. Dissolution:

The Association may be dissolved with the consent of two third of the members on roll and by a Special Resolution passed by three fourth of those present and voting at a Special General Meeting. In such an event all assets and liabilities must be met and accounted for.

20. General:

In the event of any question or matter arising not provided for in these Rules, the decision of the general body shall in every case be final.