

REGULATIONS



## RULES

INDIA HABITAT CENTRE

LODHI ROAD

NEW DELHI-110 003 INDIA

January, 2000

# INDIA HABITAT CENTRE

## MEMBERSHIP RULES

### Membership

#### 1 Institutional Members

- a) All allottees of office spaces in the IHC will be admitted as Institutional Members.
- b) Each Institutional Member will be permitted to nominate from amongst its bonafide staff the following number of persons acceptable to IHC, who could use the facilities available to individual members.

#### Institutions having super built area -

upto 500 sqm	-	4 cards
501 to 2000 sqm	-	6 cards
2001 to 3000 sqm	-	8 cards
3001 and above	-	12 cards

In the case of Institutional Membership, there will be no entrance fee. If an Institutional Member desires extra cards, these can be made available by paying a one time entrance fee of Rs. 15,000/- for each card. There will be no limit for the number of cards.

The Annual Subscription for each card including the extra cards will be Rs. 2,500/- per card.

#### 2. Corporate Memberships

Any organisation, society, institution or corporate body which has abiding interests in the proper development of Human Settlements and related areas of environment management & design, energy and ecology

management as embodied in the objects of IHC can be admitted as Corporate Member in accordance with the rules, on payment of prescribed fees and subscriptions as detailed below.

**a) Charitable and Non - Profit Organisations/ Societies / Trusts / Universities / Institutes / Research & Development Organisations**

Entrance Fee - Rs. 75,000/- (2 cards)  
Annual Subscription - Rs. 5,000/- (Per card)

Each additional card upto a limit of 4 making a total of 6 for the organisation will be available for an entrance fee of Rs. 10,000/-. The grant of additional cards will be subject to IHC approval.

**b) Offices of U.N. Organisations in India / International Research and Development Organisations / Diplomatic Missions located in India**

Entrance Fee - US \$ 7,500 (2 cards)  
Annual Subscription - US \$ 500 (Per card)

**c) Other Corporate Organisations**

All corporate bodies other than the institutions defined in para (a) who are engaged in trade and industry can become Corporate Members.

The entrance fee will be -

Turnover up to and including  
Rs. 300 crores Rs. 10 lakhs

Turnover Rs. 301 - 750 crores Rs. 12 lakhs

Turnover Rs. 751 crores & above Rs. 15 lakhs

Annual subscription will be Rs. 10,000/- per card

Each Corporate Member, in this category, on admission will be entitled to nominate, subject to IHC approval, 10 members of the organisation to use the facilities of the Centre provided for individual members. For additional cards over and above the entitled number, upto a maximum of 5, the entrance fee would be Rs. 1,00,000/- per card. The annual subscription will remain the same.

**d) Affiliate Partnership Organisations**

To promote the networking of research capability in the areas of IHC concern and those of its institutional members, it is proposed that foreign bilateral and multilateral non-profit, research and development, consultancy and training organizations which are located outside India be invited to become Partner Organisation Members on payment of a composite fee of US \$ 2,500 per year. Such institutions may apply for Membership with the recommendation of one institutional member. In return, the affiliate organisations will be entitled to all publications, use of facilities whenever their members visit India, joint sponsorship of conferences, seminars and training programmes on IHC premises, at rates applicable to members etc. Members of these organisations will also get research affiliation with IHC and with other institutional members where necessary. They will have free use of the Resource Centre.

**3. Individual Membership**

The Council may admit any person, associated with or interested in habitat related activities and other areas like the arts, culture, journalism or other areas of public life in any one of the following classes of membership, on payment of prescribed fees and subscriptions.

a) **Founder Members**

Persons who have devoted their time and effort to the setting up of IHC before formal commission of the Centre, will be admitted as Founder Member. Provided that admission under this class of membership will be totally closed after formal commission of the Centre.

These individuals will pay an entrance fee of Rs. 2,500/- only and will exempt from payment of any annual subscription.

b) **Life Members**

Persons of high attainment in any area of public life may be invited by the Governing Council to become Life Members of IHC. The entrance fee payable by Life Members will be Rs. 35,000/-. No annual subscription will be payable by them.

c) **Ordinary Members**

Individuals with professional, academic and cultural interest may be admitted as Ordinary Members in accordance with rules and procedures laid down in this regard, on payment of entrance fee of Rs. 30,000/-. The annual subscription will be Rs. 2,500/- per year.

d) **Associate Members**

Individuals as described in (c) above may be admitted to the IHC as Associate Members in accordance with prescribed rules and procedures on payment of entrance fee of Rs. 15,000/- and annual subscription of Rs. 2,500/- per year.

e) **Temporary Members**

Individuals residing outside Delhi who would otherwise be eligible to be members and visitors staying in IHC for a short duration as guests of members may be granted temporary memberships of the IHC for a period not exceeding 90 days. The composite fee for such membership will be Rs. 500/- per month or part thereof.

**f) Long Term Temporary Members  
(Foreign Nationals)**

Diplomats, International civil servants, members of UN organizations, members of foreign non-profit organizations and foreign nationals employed by multinational organizations who are resident in Delhi for a fixed tenure may be admitted as long term temporary members for the period of their posting in India. The fee for such membership will be US \$ 500 per year to be paid in advance in one lumpsum for the entire period for which membership is sought. At any rate, membership in this category will not be extended beyond 5 years.

**g) Long Term Temporary Members  
(Indian Nationals)**

Employees of the Central or State Governments posted in Delhi, who could otherwise qualify for membership of IHC, may be admitted as Long Term Temporary Members for the period of their tenure in Delhi. Such Membership may not be held beyond 5 years, after which the individual would have to seek admission as an Ordinary / Associate Member.

There would be an entrance fee of Rs. 1000/- for this membership. The Annual Subscription will be Rs. 1,800/-.

**h) NRI's and Individual Overseas Members**

NRI's and foreign nationals residing abroad who so desire may apply for membership of IHC. They will be admitted to this category on payment of an entrance fee US \$ 1,500 and an annual subscription of US \$ 500.

NRI member on change of residential status can be considered for resident membership only after paying annual subscription in equivalent Indian Rupees for a minimum period of 3 years from the date of change of residential status.

**i) Associate Research Membership**

Individuals who are engaged in research work either at a University or in a recognized research organization can become members of IHC for the period that they are engaged on the research project but not exceeding 5 years, without payment of the entrance fee. The annual subscription for this category will be Rs. 2,400/- per year.

**4 Miscellaneous provisions**

- a) The minimum age for all membership will be 21.
- b) In case of surrender/withdrawal of membership, the entrance fee will be forfeited.
- c) The liability for individuals exercising corporate Membership will rest with the organization such individuals represent.
- d) No credit facility is extended to any IHC member.
- e) The request of employees of IHC with the designation of Sr. Executive and above may be considered for membership on merits. In the absence of membership, these individuals will be permitted to use the facilities during their employment with IHC. There will be no entrance fee, but they will have to pay the usual subscriptions
- f) The name of any member who is liable to pay subscription but whose subscription falls in arrears, for more than 6 months in case of individual members and 3 months in case of corporate members shall be removed from the roll of members of the Centre after giving one month's notice by registered post at the address as given in the record of IHC.

- g) The name of a member removed from the roll of members of the Centre may be restored if the Governing Council so decides and no payment of all dues with interest @ 24% per annum plus re-admission charges which will be the entrance fee for new members on that date.
- h) If the Council considers that admittance of any individual representing an institutional member is not in the interest of furtherance of the objectives of IHC, it may not admit such an individual as a member.
- i) In case of any misconduct by any individual in his/her own capacity as a member or exercising institutional membership, the Council can withdraw the membership privileges to such an individual and forfeit any membership fees / subscriptions paid.
- j) The number of members in each category except in category (a) of para 3 above will be such as may be determined by the Council from time to time.
- k) Entrance fee will be payable in one lumpsum at the time of admission. Subscriptions towards membership are payable in advance for each financial year and shall fall due and become payable on 1st April of each year except for those classes of membership for which separate rules have been specifically provided. Membership granted during the course of year will be liable for payment of the entire year's subscription fee.
- l) No person shall exercise his/her vote in any meeting of General Body unless he or she is a member continuously for a period of 3 months preceding such a meeting and has paid sub-

scription due from him/her in full. Individual members belonging to categories of membership at 2b, 2d, 3d, 3e, 3f, 3g, 3h and 3i will not have voting rights.

In case of institutional / corporate members, one organization will have only one vote.

- m) Any member who has committed a breach of any of the rules of the Centre or has refused to or neglected to abide by any of rules or has not cleared the dues of the Centre (other than membership fee) within the stipulated time or is a habitual defaulter in clearing the dues of the Centre or indulges in any activity bringing discredit to the Centre may be removed from the membership of the Centre.
- n) The schedule of fees & rates and the rules for use of the facilities at IHC will be approved by the Governing Council.
- o) Members will be required to carry their membership cards along with them and produce it on request by any person authorised to make such request.
- p) Only the applicants whose requests for membership are accepted will be informed by post. No intimation will be sent to those applicants whose request have not been accepted. IHC does not maintain any waiting list of application.
- q) Incomplete form is liable to be rejected and not processed.
- r) IHC reserves the right to change the category of membership while allotting the membership to the applicant.

All communications should be addressed to :

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