

**The Constitution of the
Pakistan Airline Pilots' Association**

(Registration No. 1938 of 1991)
Registered under The Societies Registration Act,
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on the 3rd day of April 1991

Affiliated with :

IFALPA (International Federation of Airline Pilots Association
& ITF (International Transport Workers Federation)

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THE ARTICLES OF ASSOCIATION

WHEREAS the Association has as its basic aims the development of a safe and orderly system of air transportation and the protection of the interests of airline pilots; and

WHEREAS the extension of air transportation to different countries in the world renders appropriate the affiliation of Airlines Pilots' of Pakistan into one Association for the advancement of the common good and Aviation in the country.

WHEREAS this Association desires to cooperate with all in furthering their aims by the regular inter-change of ideas, the coordination of activities and plans, in the interests of its members and of the people of all countries:

NOW THEREFORE, we covenant and agree:

- (1) At all times to strive to uphold the honour and dignity of our members.
- (2) To respect and cooperate with each other in all that affects our common interest.
- (3) To exchange pertinent information on matters of common interest.

- (4) To respect the constitutional machinery for the settling of such differences as may arise between members and to abide by the decision reached.
- (5) To refrain from abusing or taking advantage of the confidences reposed in us.
- (6) To speak without fear or favour in the exposure of an person or Association guilty of any action detrimental to the best interests of airline pilots.
- (7) Not to allow consideration of politics, race, colour or creed to influence the free and fair determination of questions, which come before us for decision.
- (8) Faithfully to observe the provision of the Associations Constitution as now adopted and as hereafter amended; and
- (9) To abstain from whatsoever conduct is deleterious to the interests of the profession or falls below its well-established standards of conduct and ethics.

Within the framework of the above covenants, this Association adopts for itself a constitution, which in our judgment, is in the best interest of our Pilot members.

Any member may retire from its obligation under this agreement at any time by giving sixty days written notice of intention to retire, to the Secretary of the Association and conforming to the procedures in the Constitution.

These Articles of the Association remain in effect until amended

or until the Association is dissolved in accordance with its constitution .

IN WITNESS WHEREOF, the duly authorized representatives of the Association have hereunto set their hands:

President	:	Capt. Azam Jan
Vice President	:	Capt. Saeed Choudhry
General Secretary	:	Capt. A.A. Shah
Joint Secretary	:	Capt. M. Akhtar
Joint Secretary	:	Capt.k.r. Khan
Treasurer	:	Capt. Ashfaq A. Mirza

EXECUTIVE MEMBERS

1. Capt. Afaq Rizvi
2. Capt. M. G. Tahir
3. Capt. M. Ishaq
4. Capt. M. Hafeez
5. Capt. M. F. Nasir
6. Capt. M. Khanwar

The clauses amended, altered and added in this Constitution have been made by 2/3rd vote obtained through the Balloting held on 31st October 2005, during the tenure of the present Executive Committee 2004/2005 comprising of the following members:-

President : Capt. Syed Naqi-ur- Rehman
Vice President : Capt. Mohsin Malik
General Secretary : Capt. Harron Abdullah
Joint Secretary : Capt. Sohail Baluch
Joint Secretary : Capt. Salim Akhtar
Joint Secretary : Capt. Hadi
Treasure : Capt. Saeed Khan

EXECUTIVE MEMBERS

1. Capt. Aijaz Durani
2. Capt. S.M. Qasim
3. F/O. Arif Majeed
4. F/O. Sohail Ahmed
5. F/O. Adnan Siddiqui
6. F/O. R.A. Hussain
7. Capt. M. Sadiq
8. Capt. Shahid Ali

CHAPTER 1

ARTICLE I

1.1. INTRODUCTION

For the furtherance of aims proclaimed in the Article of Association has adopted the following Constitution.

1.1.1 NAME

The name of this Association is :

“THE PAKISTAN AIRLINES PILOTS’ ASSOCIATION”

1.1.2. POWERS

The Pakistan Airline Pilots’ Association is a non- profit making Association with Power:-

1.1.2.1. To purchase, take on lease or otherwise acquire, and to hold of an estate in fee or as lease, and to mortgage, convey and lease and otherwise deal with real estate and chattel, real and personal property of every kind, nature and description, for the convenient conduct and execution of the Association's business, including the purchasing, leasing maintaining of equipment and buildings and effecting the improvements which may, in the opinion of the Principal Officers, be necessary, convenient or helpful, directly or indirectly, in connection with any of the businesses and objects of the Association.

1.1.2.2. To levy affiliation fees, annual subscriptions and charges upon its members to provide the funds with which to achieve and maintain the objects of the Association, including the payment of certain expenses, emergency or otherwise, relating thereto and to establish an ample reserve fund for contingencies.

1.1.2.3 To make mutual benefit affiliations with other national or international organizations.

1.1.3 OBJECTS

The main objects for which the Association is established are:

1.1.3.1. To promote and safeguard the honour, prestige and integrity of the Pilots as a group.

1.1.3.2. To regulate relations between employees and employers and between employees and employees.

1.1.3.3. To provide old age, sickness and other provident benefits for members.

1.1.3.4. To secure the complete organization of members and all other persons qualified for membership, in order to obtain the just and proper remuneration and reward for their services.

1.1.3.5. To regulate, control, protect and improve conditions under which Pilot(s) serve.

1.1.3.6. To negotiate and settle differences between members and their employers and others with whom any contract of service is made and other trade unions and organizations by bargaining, conciliation or arbitration.

1.1.3.7. To uphold the interest of employees in case of disputes between employers and their employees or others by all legal means, and to provide pecuniary assistance to members who may be idle in consequences of the withdrawal of their services as a result of such disputes, or by reason of lock-out.

1.1.3.8. To promote the consideration and discussion of all question affecting Air Transport and trades or businesses connected therewith and generally to watch over and protect the interests of persons engaged therein whether the same are carried on in Pakistan or elsewhere.

1.1.3.9. To constitute a body of experienced airmen who may be appointed by the Executive Committee of the Association to act as member of, or to hold seats on, or give evidence before Commission, Court of Inquiry, Committees or Boards of any description, or governing, examining or other bodies official or otherwise, and who will be available for advice or consultation on all questions relating to Air Transport or to commercial, scientific, education or matters connected therewith.

1.1.3.10. To consider, originate, promote and support improvements in any laws bye-laws, or regulations affecting the interests of the Association or the members thereof, and to promote, support or oppose by all constitutional means the passage through Legislature, of any bill or bills and the making of any bye-laws or regulations by any competent authority which may seem to affect the said interests and objects of the Association.

1.1.3.11. To consider, originate and promote and support improvements in any byelaws or regulations whenever necessary to the local Civil Aviation authorities to amend or improve any Legislation affecting Pilots in the country.

1.1.3.12. To provide pecuniary or other assistance to member or associates or to the widows or dependents of members of associates in necessitous circumstances or in the maintenance or defense of their legal rights.

1.1.3.13. To offer prizes, diplomas or other rewards for any distinguished work, invention, or scheme which the Association deems to have advanced or will advance the rights and interest of the members.

1.1.3.14. To improve and elevate the technical and genera knowledge of members and persons likely to become members, to provide facilities for training and to award certificates

1.1.3.15. To carry out or promote any company or association for the purpose of carrying out any research or other scientific work in connection with air transport.

1.1.3.16. To promote honorable practices, to repress malpractice and to settle disputed points of practice and to decide all questions of usage and courtesy between or among the members of the Association or those engaged or in Aviation.

1.1.3.17. To promote strict adherence to all laws, rules and regulations framed for the promotion of safety of life.

1.1.3.18. To aid and join with other societies or federation of societies having objectives similar to the objectives of the Association.

1.1.3.19. To establish and maintain funds by means of entrance fees, contributions, subscriptions, fines, charges for services and by borrowing money on such securities and terms as may be arranged.

1.1.3.20. To establish and maintain funds by means of subscriptions and profit from social functions run for the benefit of the Association.

1.1.3.21. To invest the money of the Association not immediately required in such securities or otherwise in such manner as may be determined.

1.1.3.22. To act as an employment agency on behalf of the members.

1.1.3.23. To act as an insurance agency to affect insurance on behalf of the members.

1.1.3.24. Generally to promote the welfare of the members and to promote and protect the rights and interests of the members in matters of economic and social problems.

CHAPTER 1

ARTICLE II

1.2 ADMINISTRATION

The Association shall be administered by an Executive Committee of the Association as hereinafter set up:

1.2.1. HEADQUARTERS -LOCATION AND STAFF:

The Headquarters of the Association shall be located in Karachi, Pakistan. At present located at ST-31, Block-5, Kehkashan, Clifton, Karachi- 75600. It shall be staffed in a manner adequate to process the Association's business, and under such condition as the Principal Officers of the Association shall from time to time decide.

1.2.2. DURATION

The duration of the Association shall be perpetual or until it is dissolved, as provided in para 1.2.3.

1.2.2.1 TERM OF OFFICE

The term of office of members of the Executive Committee shall be for two years.

1.2.3. DISSOLUTION

The Association may be dissolved at any time by means of an Annual or Special Meeting and by a three quarters majority vote of the total members. In the event of such dissolution, the members shall appoint three representatives, chosen from the Principal Officers, Executive Members or branch Representatives of the Association, who shall act as agents for the members and dispose of all its assets, physical or otherwise, by public auction, private sale, or otherwise, and any and all questions relating thereto shall be decided by a majority vote of such three agents. All the liquid assets shall then be divided pro-rata between the members of the Association at the time of such dissolution, in proportion to the Annual subscription paid by each of such members for the year ended 31st December next before such dissolution.

1.2.4. MAINTENANCE OF RECORDS

There shall be maintained a record of Association policy, which shall be kept up to date, as necessary by the issue of amendments after each Annual or Special Meeting. The form shall be as agreed from time to time by the Principal Officers, but must be such that Members may have full record of all Association policies. In addition, there shall be maintained at Headquarters, a copy of each meeting report and also one copy of each Resolution as passed by the Association, which shall be available at all meetings and in such a form that easy reference to any Resolution is possible.

1.2.5. ASSOCIATION SEAL

The Association seal of the Association shall be:



1.2.6. ASSOCIATION EMBLEM

The Official Emblem of the Association shall be:



1.2.7. MOTTO

The Official Motto of the Association shall be:

“SAFER FLYING”

1.2.8. COCKPIT

The official organ of the Association shall be the “COCKPIT”. Its main purpose will be to maintain proper communication with all Members.

CHAPTER I

ARTICLE III

1.3 RELATION WITH OTHER BODIES

1.3.1. NATIONAL RULES

To maintain working relationship with such other bodies in the country as may be approved by the Executive Committee for the advancement of the common good and in the interest of our members.

1.3.2. INTERNATIONAL BODIES

The Association shall maintain working relationship with such other international organizations as may be from time to time approved by Annual/Special meeting.

1.3.3. INTERNATIONAL FEDERATION OF AIRLINE PILOTS' ASSOCIATIONS (IFALPA)

The Pakistan Airline Pilots' Association pledges its support and affiliation with the International Federation of Airlines Pilots Associations.

1.3.4. INTERNATIONAL TRANSPORT WORKER'S FEDERATION (I.T.F).

The Pakistan Airline Pilot's Association (PALPA) is a member of the International Transport Worker's Federation (I. T.F).

CHAPTER II

ARTICLE I

2.1. MEMBERSHIP

The term MEMBER in the constitution, its related document, in any other byelaws, rules or regulations enacted by the Association shall only be a reference to members defined in Rule 2.1.1. and not to any other class of members unless specifically stated otherwise

2.1.1. PILOT MEMBERS

Any person who is a Pakistani National and is a regularly employed or retired/ medically grounded Pilot in Pakistan International Airlines Corporation and whose purpose is aligned with those of the Association shall be eligible for membership of the Association subject to the completion of the procedure prescribed herein.

2.1.2. ASSOCIATE MEMBERS

Any Pakistani Registered Airline's Pilots Association, whose purpose is aligned with those of the Article of the Association, shall be eligible for Associate Membership of the Association, subject to the completion of the prescribed procedures along with the approval of the Executive Committee and also duly approved in the Annual General Body Meeting, provided a notice of at least ninety (90) days is given to the Executive Committee prior to the Annual General Body Meeting.

2.1.3. HONORARY MEMBERS

Such membership be conferred on Dignitaries or persons whom the Executive Committee deems fit.

2.1.4. ADMISSION OF MEMBERSHIP

2.1.4.1. All applications for admission as a member or as an associate member, shall be made on the form prescribed and shall be accompanied by the amounts of admission fee and subscription. The signature on the form shall be deemed to be undertaking by the applicant to be bound by the rules, regulations and constitution of the Association.

2.1.4.2. SPECIMEN OF APPLICATION FORM.

PAKISTAN AIRLINE PILOTS' ASSOCIATION,
ST-31, BLOCK-5, KEHKASHAN, CLIFTON, KARACHI- 75600

APPLICATION FOR MEMBERSHIP

The General Secretary,
Pakistan Airline Pilots' Association,
Karachi.
Pakistan.

Dear Sir,

I/ We the undersigned wish to be enrolled as a Pilot/ Associate member of the Association.

I/ We agree to abide by the Constitution and Rules of the Pakistan Airline Pilots' Association, of which I/ we are familiar, and solemnly affirm that I/ we shall carry out the directives, decision, etc. of the Association and of the Executive Committee.

PARTICULARS

PILOT MEMBER

FULL NAME.....
DESIGNATION.....
DATE OF BIRTH.....
DATE OF FIRST FLIGHT.....
NEXT OF KIN NAME.....
RELATIONSHIP.....
LICENCE #.....
TYPE

NUMBER.....
DATE OF ISSUE.....

ASSOCIATE MEMBER

ASSOCIATION NAME.....
AIRLINE NAME.....
DATE OF REGISTRATION.....
NUMBER OF MEMBER PILOT.....
RESENT ADDRESS.....
TELEPHONE NO.....
MOBILE NO.....

I/ we enclose cheque/ cash for Rs. as admission fee and subscription for the month of

Signature
Date.....
Name/ Designation

FOR OFFICAL USE ONLY

Name of the applicant

Address

This is to inform you that your application has been Accepted/ Rejected vide Resolution No. dated your membership No.....

HONORARY SECRETARY

PRESIDENT

2.1.4.3. All applications for Pilot/ Associate membership shall be submitted to the Secretary of the Association and shall be put for the consideration in the next Agenda of the meeting of the Executive Committee. The Executive Committee shall have complete discretion as to the acceptance or non-acceptance of the application, in case of non-acceptance the amounts paid shall be refunded by the Secretary.

2.1.4.4. Honorary Member may be exempted from application on prescribed form if the Executive Committee so decides.

2.1.4.5. Each member shall register with the Secretary, the address to which he desires communications to be sent to him and shall notify to the Secretary any change in such registered address.

2.1.5. INACTIVE MEMBER

Pilots who are members of Pakistan Airline Pilots' Association, once given administrative assignment/s in the Management of the Corporation, or any position, in any Government/ Semi Government organization, shall be qualified as inactive members of the Association. Once relieved of these duties, they will be re-qualified as active members. Training and Route-check assignments shall not cause a member to become an inactive member.

The rights and obligations of the members are only curtailed to the extent that he/ she may not contest the election for a post in the Executive Committee. His/ her privileges and duties vis-à-vis the Association, other than the privilege to contest elections for the Executive Committee, remain unchanged on becoming an inactive member.

2.1.6. ADMISSION FEE AND SUBSCRIPTION

2.1.6.1. The admission fee for Pilot membership shall be 5 hours of flying allowance.

2.1.6.2. The admission fee for associate membership shall be Rs. 10,000/-. This amount may be revised from time to time by the Executive Committee.

2.1.6.3. Monthly subscription shall be @ one (1) hour flying allowance (current rate) per month from all active flying members deductible at source.

2.1.6.4. Rs. 50/- from members retired, medically grounded or rehabilitated in the Airline on non-flying duties.

2.1.6.5. All subscriptions shall be payable by the members on the first of every month directly to the General Fund of the Association, deductible from monthly salary of each member. Subscriptions of Retired/Medically Grounded Pilots, shall be payable by cash/ crossed cheque on quarterly basis.

2.1.6.6. Full months subscriptions shall be payable by new applicants for the calendar month in which their membership is accepted by the Committee, irrespective of the date of acceptance.

2.1.6.7. The Associate member Associations, shall pay monthly subscription according to the number of members of that Association, at the rates are as follows:

No. of Pilots	Subscription Rate	
Up to 50	Rs. 500/-	Pilot
50 to 100	Rs. 600/	Pilot
100 to 150	Rs . 700/-	Pilot
150 to 200	Rs. 800/-	Pilot
200 to 250	Rs. 900/-	Pilot
and Above	Rs.1000/-	Pilot

2.1.7. DECLARATION OF MEMBERS NOT IN GOOD STANDING

The Executive Committee of the Association shall inform the membership whenever a Pilot/ Associate member is declared "Member not in good standing" .Declaration of a member not in good standing will be according to the following criteria:-

2.1.7.1. Any outstanding dues against the Member.

2.1.7.2. If any Member willfully works against the interest of the Association.

2.1.7.3. Misconduct as defined in Rule 3.3.2.1.

2.1.8. CERTIFICATE OF MEMBERSHIP

The Certificate of Membership granted in compliance with the Constitution shall take the style and form given hereunder.

PAKISTAN AIRLINE PILOTS' ASSOCIATION

TO WHOM IT MAY CONCERN

Greetings : BY VIRTUE OF THE AUTHORITY AND PREROGATIVE vested in the Pakistan Airline Pilots' Association by its Articles of Association and Constitution. NOW THEREFORE, this Certificate of Membership is granted to:

The conditions and obligations of this Member under this certificate are faithfully to support and maintain the principles set forth in the Articles of Association and Constitution and to advance the policies determined from time to time by the Association. For failure to do , so, this membership may be suspended or revoked forthwith, whichever shall be deemed in the best interest of the Association.

The membership, signed by the President and Secretary of the Pakistan Airline Pilots' Association is given under its seal this day of 20.

(President)

(General Secretary)

2.1.9. TERMINATION OF MEMBERSHIP

Membership shall be terminated by:

2.1.9.1. Suspension

2.1.9.2. Expulsion

2.1.9.3. Voluntary withdrawal

NOTE: For termination of Membership by Suspension, Expulsion and Voluntary Withdrawal, refer to Chapter III, Article III.

2.1.9.4. Death. On the death of the member, his widow or dependents shall be entitled to all the rights and privileges guaranteed in the Constitution under circumstances, refer to Chapter IV, Article II.

2.1.10. PATRONS

At any time the Executive Committee of the Association may elect one or more persons as Patrons of the Association. The number of patrons at any time, however shall not exceed five (5).

CHAPTER III

ARTICLE I

3.1. EXECUTIVE COMMITTEE OF THE ASSOCIATION

3.1.1. COMPOSITION

The Executive Committee of the Association shall consist of the Principal Officers and the Executive Members. All posts of the Executive Committee are honorary and voluntary in nature subject to the prescribed rules.

The Principal Officers of the Association shall be:

President

Vice President

General Secretary

Three Joint Secretaries

Treasurer

The Executive Members shall be nine (9) in number.

Seven (7) Executive Committee Member shall be elected from serving Pilots and Two (2) from retired/permanently medically grounded Pilots.

Out of the Executive Committee comprising of serving Pilots, one Executive Committee Member shall be selected as IFALPA Director and one as ITF representative, for a period of two years.

3.1.1.1. The Principal Office bearers and the Executive Committee Members of the Association shall be elected at the prescribed Annual or Special General Body Meeting of the Association.

3.1.1.2. No member of the Executive Committee can accept any administrative position in the Management of the Corporation / Employer, during his/her term of office in the Executive Committee.

3.1.1.3. Any member who resigns from a post in the Executive Committee during his/her term of office, shall not be allowed to accept any administrative position in the Management, till the next election.

3.1.1.4. The only exceptions to rules 3.1.1.2. and 3.1.1.3. above shall be Pilots who are declared medically permanently unfit due to any reason, and are rehabilitated in any capacity in the Management.

3.1.1.5. A member of the Executive Committee (except the retired/permanently grounded pilot representatives), absenting himself from four consecutive Executive Committee Meetings or for a period of three months, whichever of the two periods is longer, ipso-facto shall cease to be a member of the Executive Committee unless he furnishes sufficient cause for it within one week of the receipt of the information, to the satisfaction of the Executive Committee whose decision shall be final.

3.1.1.6. The Executive Committee shall have the powers to fill casual vacancies in the Committee by Co-opting members. Such members shall hold office till the next Annual General Body Meeting. If the position of President or General Secretary falls vacant the Executive Committee will call for election for the vacant post. The election will be held within eighty (80) days from the date the position has fallen vacant, provided the next scheduled election are to be held within 120 days from the date the position fell vacant. In which case the existing Principal Office Bearers and the Executive Committee Members shall elect from within themselves a person to serve on the vacant position for the remaining of the tenure.

3.1.1.6.A. If the office of any office bearer of the Executive Committee (except the President or General Secretary as covered in Rule 3.1.1.6) falls vacant on his/her death, resignation, retirement or disability, insolvency or expulsion for misconduct or conviction of offence, shall be filled by majority vote of the Executive Committee for the remaining tenure of such office bearer. Provided that the office bearer charged with violation of constitution rules, regulations decisions and directives of the Association or misconduct, shall have the right of appeal to be filed Within one month of intimation of such expulsion on that count to the Executive Committee. The subject appeal shall be brought before the next Annual General Meeting, the decision of which shall be binding and final.

3.1.1.7. In the event of an office bearer (excepting those elected in the retired/permanently grounded cadre) of the Association being declared permanently grounded by the licensing authority, he/she shall relinquish his/her post in the Executive Committee;

3.1.1.8. The retired/ permanently medically grounded Pilots elected to the Executive Committee, shall only interact Within the Executive Committee and not with any outside agency (including the Corporation/Employer) directly.

3.1.2. POLICY- OATH OF OFFICE

The Executive Committee of the Association on being elected shall be administered the Oath of Office by the outgoing President of the Association and in case of his being re-elected to the Executive Committee in any capacity, the Oath shall be administered by the Chairman of the meeting or the Election Committee.

The member of the Executive Committee shall be deemed to have entered upon the office on the day on which he takes the oath. The elected member of the Executive Committee who is not present in person on the day of the General Oath taking shall be administered the oath of office by the new elected President of the Association at the first available opportunity in any Executive Committee Meeting. All members of the Executive committee shall also sign the oath of office, which shall be retained in the Election file.

3.1.3. ADMINISTRATION OF OATH

The Chairman administering the oath of office shall call the newly elected committee to stand out, and after handing over one oath form to each newly elected member, shall read out the following oath in short sentences which are to be repeated by the elected Executive Committee Members.

3.1.4. OATH AND OATH FORM

"OATH OF OFFICE"

"I do solemnly swear that I will bear true faith and allegiance to the Pakistan Airline Pilots' Association.

That as a member of the Executive Committee and realizing the solemnity of the duty that has been entrusted to me by those who elected me and my responsibility for performing that duty in the best interest of the member pilots and aviation in the country. That I will discharge my duties and perform my functions honestly, to the best of my ability , faithfully in accordance with the constitution and the law and always in the interest of the solidarity, integrity, well-being and prosperity of the Airline Pilots.

That I will not allow my personal interests to influence my official conduct or my official decisions.

That I will preserve, protect and defend the constitution.

And that, in all circumstances, I will do right to all manner of people, according to law, without fear or favour, affection or ill will". "Ameen"

Signature.....
Full Name.....
Designation in.....
Executive Committee

Dated

3.1.5. POWER AND RESPONSIBILITIES

Notwithstanding the allocation of responsibilities below, the Principal Officers shall constitute the executive authority and direction of all the activities of the Association during those times of the year that no meeting is in session, and shall be collectively responsible to the meeting for the execution of the authority and direction since the previous meeting. They shall use every endeavor to ensure the implementation of Association policies both by Members and by the appropriate agencies. Individually, the powers and responsibilities of the officers shall be:

3.1.5.1. PRESIDENT

The President shall preside at all Annual or Special General Meetings, shall exercise supervision of the Association in all its activities, and shall make an annual report of the state of the Association to the Annual or Special General Meeting. He shall be responsible for the selection of the Association's representatives at all external meetings.

The President shall also be responsible, within one month of his election, for the allocation, among the Principal Officers and the Executive Members elected by an Annual or Special Meeting, of responsibility, respectively, for administration for membership and regional affairs, and for representation.

3.1.5.2. VICE-PRESIDENT

The vice-president shall function as deputy for the President and shall perform such other duties as may be assigned to him by the President.

3.1.5.3. GENERAL SECRETARY

Wherever the word "Secretary" appears in the Constitution and Rules of the Association, it means the General Secretary. The powers and duties of the General Secretary shall be:

3.1.5.3.1. To carry out the instructions of the General Meeting, the Executive Committee and the President.

3.1.5.3.2. To have charge of all correspondence connected with the affairs of the Association.

3.1.5.3.3. To issue all notices as may be required.

3.1.5.3.4. To keep minute books of the proceedings of the Executive Committee and the General Meeting.

3.1.5.3.5 To attend the General Meetings and the meetings of the Executive Committee and to prepare agenda for such meetings

3.1.5.3.6. To have the care of the office, office books, document and all other contents belonging to the Association.

3.1. 5. 3. 7. To prepare Annual Report and Balance Sheet of the Association and get it audited.

3.1. 5. 3. 8. To do all such duties as are incidental to his office.

3.1.5.3.9. To sign cheques and documents on behalf of the Association

3.1.5.4. JOINT SECRETARIES (No. I, II & III)

There shall be three Joint Secretaries with the seniority based on the number of votes secured by them in the election. They shall function as deputies as per their seniority, to the General Secretary and shall perform such other duties as may be assigned to them by the General Secretary or the President. The Joint Secretaries as per their seniority shall perform the functions in absence of the General Secretary.

3.1.5.5. TREASURER

The duties of the Treasurer shall be:

3.1.5.5.1. To receive subscription, admission fees, contributions

and other money for the Association and give receipts for the same.

3.1.5.5.2. To keep a proper account of all money received by him and to pay such money in the Bank as and when received.

3.1.5.5.3. To keep and maintain books of accounts as directed by the Executive Committee or on the advice of the Auditors of the Association.

3.1.5.5.4. To join in signing cheques and other documents as directed by the Executive Committee.

3.1.5.6. EXECUTIVE MEMBERS

The Executive Members shall perform such other duties as may be assigned to them by the Principal Officers.

3.1.5.7. IFALPA DIRECTOR

The IFALPA Director will be selected by the Executive Committee for two (2) years in the first Executive Committee Meeting. The criteria of selection should be qualification, experience and minimum service of fifteen years as an airline pilot. IFALPA Director will be responsible for communication with IFALPA and to brief PALPA about the ongoing International issues, and to inform IFALPA regarding PALPA's stand from time to time.

3.1.5.8. PALPA REPRESENTATIVE FOR I. T.F.

The PALPA Representative for I. T.F. will be selected by the Executive Committee for two (2) years in the first Executive Committee Meeting. The criteria of selection should be qualification, experience and minimum service of fifteen years as an Airline Pilot.

3.1.6. ABSENCE OF OFFICE BEARERS

In the absence of the President, the Vice President shall perform all the duties of the President. In the absence of the Secretary, the Joint Secretary shall perform all the duties of the Secretary and in the absence of the Treasurer, the Executive committee may appoint an acting Treasurer.

3.1.7. POWERS OF THE EXECUTIVE COMMITTEE

In addition to such specific powers and limitations as are provided for elsewhere in this Constitution, the Executive Committee is empowered to determine the Subscription fees, Subscription to Benefit Funds and other charges to be paid to the Association by the Members and all other terms and conditions upon which affiliation is granted and continues in effect.

3.1.7.2. Subject to the Rules relating to the Annual and Special General Meetings of the members of the Association, the absolute control and administration of the affairs and property of the Association shall be vested in the Executive Committee.

3.1.7.3. All instructions of the Executive committee relating to any of the objects of the Association issued under the hand of the President or the Secretary shall be binding upon every member or associate member to whom it is directed.

3.1.7.4. The Executive Committee may delegate any of its powers (other than the power or suspension or fining) to any sub-committee as the Executive Committee deems fit.

3.1.7.5. In addition to any express powers in these rules provided, the Executive Committee shall have powers generally

to further the objects of the Association to do such things including expenditure of money as they in pursuance of the objects and in the general interest of the Association, may deem expedient.

3.1.7.6. The Executive Committee shall have the authority to frame and/ or amend rules and regulations to promote the objectives of the Association, to interpret such rules and regulations and determine all the matters for smooth and effective running of the Association. All such acts so done by the Executive Committee in exercise of such powers shall remain operative until the same are reversed or amended at the Annual General Meeting of the Association. The decision of the Annual General Meeting shall be binding.

3.1.7.7. The Executive Committee shall appoint Branch Representatives for outstations where pilots are based. These outstations shall be grouped into regions and the representatives shall be designated as Regional Vice Presidents.

3.1.7.8 No Office bearer or the Executive Committee member shall make any correspondence or approach or deal with, directly or indirectly, on any matter to any authority without prior approval of the Executive Committee. However, in case of an emergency, negotiations may be carried out, but any such negotiations and commitments by any office bearer or any Executive Committee Member shall be provisional and subject to the approval of the Executive Committee.

3.1.8. MEETING OF THE EXECUTIVE COMMITTEE

3.1.8.1. Furthermore the first Executive Committee Meeting will be held on the first working day after Annual General Body Meeting in which the election

results are announced. The agenda of the meeting will include the handing over /taking over charge from out going Executive Committee and briefing about their respective areas of responsibility .The handing over /taking over form will be duly signed by outgoing/incoming President, General Secretary and Treasurer.

3.1.8.2. The Secretary of the Association shall convene the meeting of the Executive Committee by communication in writing or by such other means as the Executive Committee shall decide, but except for urgent business, not less than three days notice thereof shall be given to the members of the Executive Committee.

3.1.8.3. The President of the Association shall preside at the meeting of the Executive Committee and in the event of his absence, the Vice President of the Association and in the absence of both, an acting President shall be elected for the meeting.

3.1.8.4. All questions before the Executive Committee shall be decided by the majority votes of the members. The President of the meeting shall have a casting vote in case of a tie . Furthermore, the two Executive Committee Members representing retired/permanently grounded Pilots will attend all Executive Committee Meetings but shall cast their votes only on matters directly pertaining to retired/permanently grounded Pilots. In case of controversy {whether the matter pertains to retired / permanently grounded pilots or not the matter will be decided by an Executive Committee attended by at least 3 Principal Office bearers and 6 Executive Members {including the retired/permanently grounded Pilot representatives).

3.1.8.5. The quorum of the meeting of the Executive Committee shall be five active Pilot members.

3.1.8.6. An emergency meeting of the Executive Committee shall be called by the Secretary of the Association on a requisition signed by five or more members of the Executive Committee.

3.1.9. MINUTES BOOKS

Minutes in such form as may be decided by the Executive Committee shall be entered in a book or books kept for the purpose of all the proceedings of the General and Special meetings of the Association and meetings of the Executive and/ or results of all ballots Minutes entered in any such books of any such proceedings and signed by the Chairman of the next succeeding meeting, shall be evidence of the proceedings. A minute entered in any such book or the result of any such ballot shall when signed by the President of the Association, be conclusive.

3.1.10. EXECUTIVE MANAGER

There shall be an Executive Manager duly appointed by the Executive Committee of the Association. He/She shall be responsible for day to-day administration of the Association within the policies laid down by Principal Officers.

3.1.11. OFFICE SECRETARY

There shall be an Office Secretary of the Association. He/She will be salaried staff appointed by the Executive Committee to carry out the instructions of the Executive Committee, President and the General Secretary in day-to-day administration of the Association. The Office Secretary shall communicate internally only. He will only prepare drafts and other matters for external correspondence and carry out other instructions given by the Executive Committee.

3.1.12. OTHER STAFF

The Executive Committee shall employ other staff on salary commensurate with the defined jobs and other work as may be needed for the efficient working of the Association. The staff may be directly answerable to the Executive Manager. Terms and conditions of the service for all such employees will be defined on employment.

CHAPTER III

ARTICLE II

3.2. REGIONAL VICE-PRESIDENTS

There shall be two (2) Regional Vice Presidents one for each region i.e. Lahore and Islamabad. The number of the Regional Vice Presidents may be increased if and when additional regions are created. After having taken and signed the oath, the Regional Vice Presidents shall be bound by all such clauses, rules and regulations as applicable to the Executive Committee members.

3.2.1. ELIGIBILITY AND APPOINTMENT

3.2.1.1. There shall be nominated by the duly elected Executive Committee, for the particular geographic region where pilots are based within one month of the Executive Committee.

3.2.1.2. The Regional Vice-President should either reside in, operate in, or be familiar with the Region concerned and should have made a significant contribution to the Pakistan Airline Pilots , Association or be in a position to do so.

3.2.1.3. A list of candidates shall be submitted by a nomination committee appointed by the President the list may be amended or added to from the floor of the Conference, and appointment shall be by a majority vote of the Executive Committee. Regions shall, in principle, be corresponding with the areas where pilots are based.

3.2.1.4. In the event of a vacancy occurring in any Regional Vice President's post during the year, the Principal Officers may, immediately appoint a qualified successor to the vacant Regional Vice-President to complete the tenure of office.

3.2.2. LETTER OF APPOINTMENT

A distinctive credential card shall be sent to each Regional Vice President on his appointment and information regarding his appointment shall be made known to the members of the Association.

3.2.3. OATH OF OFFICE

The Regional Vice Presidents shall be administered the oath of office on the prescribed form, by any member of the Executive Committee, detailed for the purpose.

3.2.4. TERMS OF REFERENCE

The duties and terms of reference of Regional Vice-Presidents are

3.2.4.1. To foster and encourage the work of the Association within the Association and pilot groups of the appropriate region and to invite active local participation in its affairs.

3.2.4.2. To disseminate and help to ensure compliance with the Association policies amongst pilots of the region and to report there-upon to the Principal Officers of the Association.

3.2.4.3. Whenever called upon to do so, to render assistance to the Association and pilot groups of the Region in the implementation of the Association policies either by direct approach or through the Officers of the Association.

3.2.4.4. Whenever called upon to do so, either by the parties I concerned or the principal officers of the Association, to assist in i mediation between the Management and the pilots of the Region.

3.2.4.5. To establish contact with all pilots of the Region and to 4 encourage their affiliation to PALPA and to render every assistance, as and when required by such pilots, to uphold the right of freedom 1 of the Association.

3.2.4.6. To establish contact with all the pilots of the Association and also establish Regional plans for their respective Regions.

3.2.4.7. To establish and maintain, wherever possible, close liaison with the appropriate Regional Management.

3.2.4.8. To assist in the preparation and organization of such regional meetings as may be held in their respective Regions.

3.2.4.9. To obtain and report upon progress and deficiency reports supplied by a member pilot of the Region; and to process these, as found appropriate, through the Secretariat or other recognized authorities and the Association.

3.2.4.10. To set up a regional structure of PALPA amongst members of the Region, in accordance with the Association's existing organizational arrangements.

3.2.4.11. To set up the PALPA safety and accident investigation machinery in the Region, in accordance with the Association's recommended policy.

3.2.4.12. To carry out the requests and directives made by the Principal Officers of the Association.

3.2.4.13. The Regional Vice-President shall operate and be responsible to the Executive Committee for the branch account of funds, set up for the purpose, which shall be auditable.

CHAPTER III

ARTICLE III

3.3 DISPUTES - DISCIPLINE

3.3.1. SETTLEMENT OF DIFFERENCE BETWEEN MEMBERS

In the event of differences of any kind arising between two or more members:

3.3.1.1. In the first resort, the members affected shall meet under the Chairmanship of a Principal Officer of the Association, to attempt to resolve their differences.

3.3.1.2. In the event of failure to reach agreement by this means, the Chairman shall refer the problems to the other Principal Officers with a view to convening a committee to deal with the matter. Majority vote of the committee shall be sufficient to reach a decision.

3.3.1.3. The decision of the Executive Committee shall be subject to confirmation, amendment or reversion by the President. The aggrieved member may prefer appeal within 30 days of receipt of the verdict of the President, to the Executive Committee, which shall decide the appeal within 30 days from the receipt of the appeal. The decision of the Executive Committee shall be binding and final.

3.3.2. DISCIPLINE

The Executive Committee may on its own motion or on a

complaint signed by eight or more members, require a member to appear before it to answer any complaint against that member, who h conducted himself in a manner un-becoming of the profession contrary to the principles, rules, regulations, directives and decision of the Association, and prejudicial to any matter or manner of t association. In such case the member shall be required to appear personally as specified. If the member's explanation is to t satisfaction of the Executive Committee, the proceedings shall dropped. If the member fails to explain to the satisfaction of t Executive Committee or willfully absents himself, the Executive Committee shall have the right to fine him/her upto Rs.5000 (Rupees five thousand only) which will be deposited in the fun of the Association or suspend the member from the membership of the Association.

RULE 3.3.2.1. MISCONDUCT

Misconduct means conduct prejudicial to good order, discipline contrary to these rules/regulations or unbecoming of a member:

- (a) Breach, disregard, disobedience or evasion of application laws, rules, regulations or instructions issued by the Executive Committee from time to time.
- (b) Making false and misleading statements against the Association.
- (c) Un-authorized disclosure of any information or un-authorized handing over documents or copies relating to the affair of the Association.
- (d) Willful tampering with, theft or destruction or damaging of any record, documents or any property of the Association

(e) Any misdemeanor once proved by the court of law inquiry conducted by the Executive Committee, such action/omission on the part of the member, which amounts , to disrespect to the Association.

(f) Misbehavior or criminal conduct or defamation of the association/ or its members, by any member

3.3.3. SUSPENSION DUE TO NON-PAYMENT OF SUBSCRIPTIONS

Suspension of membership is automatic in case of failure to me financial obligations as set in Rules 2.1.6, 4.1.2. and 4.2.4. subject to the following conditions:-

The Executive Committee shall inform any pilot or associate member whose subscription is more than 60 (sixty) days in arrears, the such a member is with immediate effect disqualified from voting at any meeting of the Association or Committee, and that if with' 30 (thirty) days from the date of notification, all arrears of subscription are not paid in full, the said member shall be suspended from t membership of the Association as soon as the arrears of subscription is more than 90 (ninety) days.

If the arrears of subscription or an explanation to the satisfaction of the Executive Committee are not received by the expiry date the notice, the Executive Committee shall suspend such member from the Association and inform him accordingly.

On suspension the member shall forfeit all right and privilege entitled to a member under the constitution of the Association and the Working Agreement between the association and the Management of the Airline, without explanation to the satisfaction of the Executive Committee, for a period of 90 days. His

membership will be restored if he pays all the arrears plus the equivalent amount within such period of 90 days. In case of default, his membership shall stand terminated.

3.3.4. GRACE PERIOD AFTER SUSPENSION

Member so suspended may apply to rejoin the Association, within 60 (sixty) days of such suspension along with the full payment or arrears of subscription and/or other charges upto date, in which case the Executive Committee may:

3.3.4.1. Remove the disqualification, (suspension) and reinstate the Member.

3.3.4.2. Impose a fine not exceeding the yearly subscription of that Member, with such other warnings as may be considered advisable and thereafter, remove the disqualification (suspension) and reinstate the Member.

3.3.5. PROVISIONAL EXPULSION BY THE EXECUTIVE COMMITTEE

In the member suspended vide Rule 3.3.3 does not take advantage of the Grace Period granted vide Rule 3.3.4, the Executive Committee shall be empowered to provisionally expel the Member from the Association until the next Annual or Special Meeting.

3.3.6. CONFIRMATION OF EXPULSION OR REINSTATEMENT BY GENERAL MEETING

The annual or special General Meeting shall either:

3.3.6.1. By a 2/3rd majority of the total members present in the meeting, confirm the Provisional Expulsion imposed upon the member, by the Executive Committee and expel the said member from the membership of the Association.

OR

If the said (Provisionally Expelled) member has applied to the General meeting for Reinstatement along with the full payment of arrears of subscription and/ or other charges or fines upto date, the General Meeting may by a 2/3rd majority of the total members present in the meeting:

3.3.6.2.1. Remove the disqualification (Provisional Expulsion) and reinstate the member

OR

3.3.6.2.2. Impose a fine not exceeding the yearly subscription of that member with such other warning as may be considered advisable, and thereafter remove the disqualification (Provisional Expulsion) and reinstate the member.

3.3.7. SUSPENSION ON OTHER GROUNDS

The Executive Committee shall have the right by a resolution passed by

2/3rd majority votes of the Executive Committee, to suspend for such period as it shall deem fit from the membership of the Association, any member who has ceased to hold the requisite qualifications or whose conduct has proved detrimental to the interests of the Association, guilty of indiscipline or misconduct, upon such suspension taking place the member so suspended shall cease to be entitled to any of the rights and privileges of a member of the Association during the period of suspension.

3.3.8. EXPULSION ON OTHER GROUNDS

The Annual or the Special General Meeting of the Association, by a 2/3rd majority vote by ballot of the total regular members of the Association, expel any member who has ceased to hold the requisite qualifications or whose conduct has proved detrimental to the interests of the Association, guilty of indiscipline or misconduct.

3.3.9. EFFECTS OF EXPULSION

In the event of Expulsion vide Rule 3.3.6 and/or 3.3.8, the Member so suspended shall immediately surrender his membership to the Association along with any and all property in his possession, belonging to the Association, and rights and privileges there under shall thereafter be inoperative, null and void.

3.3.10. REINSTATEMENT AFTER EXPULSION BY GENERAL MEETING

A member expelled by the Annual or Special General Meeting vide Rule 3.3.6 and/ or 3.3.8 may be reinstated at the next Annual or Special General Meeting by a 2/3rd majority vote by Ballot of total members of the Association, provided the said member has paid, in full, all arrears of subscription, fines and other

charges as at the time of Expulsion by the General Meeting and thereafter pay the arrears of subscription w.e.f. the date of Expulsion upto the date of re-acceptance as a member and any other charges that may have been imposed in the meantime, even though he had forfeited all rights and privileges of a member during the interim period; along with a further fine equal to one year's subscription and upon such other terms and conditions as the meeting may deem fit to impose, except in case of conduct detrimental to the interest of the Association .

3.3.11. VOLUNTARY WITHDRAWAL OF MEMBERSHIP

Any member may voluntarily withdraw from the Membership of the Association by giving 60 (sixty) days notice to the General Secretary, as required by the Articles of the Association. Voluntary withdrawal cannot be affected unless and until all arrears of subscription and/or other charges have been paid in full. In the absence of such payment, the member after due notice as per Rule 3.3.3 shall be suspended by the Executive Committee and shall thereafter be governed by the rules applicable to members suspended due to non-payment of subscription.

3.3.1.2. STATUS AND REINSTATEMENT AFTER VOLUNTARY WITHDRAWAL

A member who voluntarily withdraws after having paid all subscriptions, dues, charges, fines etc.

3.3.12.1. Due to reasons of unemployment, loss of flying license I whether rehabilitated in the Corporation or employed elsewhere, I shall have the option of retaining the Honorary Membership of the Association.

3.12.2. Due to any other reasons, but still holding a valid flying license and in the employ of the Airline or flying duties, shall be treated as a suspended member and shall forfeit all rights and privileges entitled to a member under the Constitution of the Association and the working agreement between the Association and the Management of the Airline.

Such a Member on an application to rejoin the Association, may be reinstated:

3.3.12.2.1. By a unanimous vote of the Executive Committee

OR

3.3.12.2.2. By a 2/3rd majority vote of the total members present at the Annual General Meeting. Provided such member pays the arrears of subscription as applicable to his income group during the period of voluntary withdrawal and such other charges as may have been imposed on other members during the interim period, and such other penalty and/ or warning as the Executive Committee or the General Body may deem fit to impose.

3.3.13. APPEAL AGAINST SUSPENSION/EXPULSION

Any member suspended or expelled from the Association shall have the right to appeal at the following Annual General Meeting provided he informs the Secretary of his Intention to do so at least 15 days prior to the Annual General Meeting.

3.14. REMOVAL OF DISQUALIFICATION

The Executive Committee shall have power at its absolute discretion to remove any disqualification, except:

3.3.14.1. Expulsion imposed on any member under Rule 3.3.6.1. and 3.3.8

3.3.14.2. Payment of arrears of subscription.

The General Body Meeting by a 3/4th majority vote by ballot of the total members of the Association, may remove disqualification on any member.

CHAPTER IV

ARTICLE I

4.1. FINANCE

4.1.1. FINANCIAL YEAR

The financial year of the Association shall commence on the first day of January and expire on the 31st day of December each year. The Accounts of the Association shall be made up to 31st December and audited each year by a qualified Auditor or Auditors to whom the Secretary and Treasurer shall produce all books and necessary papers for complete examination of the Association's account. Such Auditors shall be appointed at the Annual General Meeting of the Association. The statement of accounts and the duly audited Balance Sheet shall be presented before the Annual General Meeting for scrutiny and passing.

4.1.2. FEES, SUBSCRIPTION AND CHARGES

The revenue of the Association shall be derived from the monthly subscription of the members in an amount fixed by an Annual or Special General Meeting, and from any other fees, subscription funds, charges or donations that the Executive Committee or the General Body may consider necessary from time to time.

4.1.3. MAINTENANCE OF ACCOUNTS

The Executive Committee shall cause the accounts to be kept of all sums of money received and expenditure incurred by the

Association and the matters in respect of which such receipts a expenditure takes place. The books of accounts shall be kept the registered office of the Association or at such place as t Executive Committee may deem fit. Annual accounts to be audited and placed before the Annual General Meeting of the Association for approval.

4.1.4. INSPECTION OF BOOKS

Every member and associate may inspect the books and register of the Association at all reasonable hours at the office of the Association.

CHAPTER IV

ARTICLE II

4.2. FUNDS OF THE ASSOCIATION.

All funds of the Association shall be auditable.

4.2.1. GENERAL FUND

The Executive Committee shall cause to be opened an account or accounts in any Scheduled Bank in Karachi, as the Executive Committee may determine, into which shall be paid, all the funds of the Association, vide Rule 2.1.6 and all Fines, Contributions, Donations etc., except as specified vide Rule 4.2.2 and 4.2.3 Money shall be withdrawn from the Bank by cheques signed by any two of the following:-

4.2.1.1. President of the Association

4.2.1.2. Vice President of the Association

4.2.1.3. General Secretary of the Association

4.2.1.4. Treasurer of the Association

Unless otherwise provided by Rules or directed by the Executive Committee, the funds of the Association shall be spent for all the purposes, which will promote the objects of the Association, set down in these Rules and in accordance with the Societies Registration Act XXXI of 1860.

4.2.2. GENERAL BENEFIT FUND

The Executive Committee shall have power to pay benefit to the members upon such conditions and at such rates as may be considered necessary under the circumstances and in such of the following circumstances as the Association shall decide:

- 4.2.2.1. Sickness
- 4.2.2.2. Disablement
- 4.2.2.3. Unemployment
- 4.2.2.4. Old age
- 4.2.2.5. Education of children
- 4.2.2.6. Funeral benefits.

No grant from this fund to, or in respect of any one member in any one year shall exceed Rs. 50,000/- unless authorized by the Association at a General Meeting.

4.2.3. DECEASED CREW FAMILY BENEFIT FUND

The Executive Committee shall also have power to make grants to the widows or dependents of a member out of these funds for sickness, disablement, education and funeral benefits or other circumstances necessitating a grant, but no grants from this fund, to, or in respect of any one member in any one year shall exceed Rs. 20000/- unless authorized by the Association at a General Meeting.

4.2.4. RULES OF BENEFIT FUNDS

4.2.4.1. Every member of the Association shall pay four percent (4%) gross salary of that month or as per decision of the Executive Committee, towards the General Benefit Fund or the Deceased Crew Family Benefit Fund as and when called upon to do so by the Executive Committee. The fund shall be collected and treated

as subscription and any member not paying without sufficient reason to the satisfaction of the Executive Committee shall be disqualified and or suspended as per rules for the non-payment of Subscriptions (Rule. 3.3.3).

4.2.4.2. No amount out of these funds shall be spent except for objects mentioned by a resolution passed at the Executive Committee Meeting of the Association, or as a result of a ballot when the sum exceeds Rs.5000/-.

4.2.4.3. The payment out of the benefit fund may be by ways of grant or loan at the discretion of the members expressed by the aforesaid resolution or as a result of the ballot.

4.2.4.4. A member who is suspended, expelled or has voluntarily withdrawn vide Rule 3.3.12.2. will not be eligible to the benefits of these funds.

4.2.4.5. The accounts of the benefit fund shall be kept separate from the accounts of the general fund of the Association in the office as well as in the Bank. No amount out of such fund shall be withdrawn except by a cheques signed jointly by any two of the three office bearers viz. President, Secretary and Treasurer.

4.2.4.6. The General Meeting of the members of the Association shall have power to invest a reasonable amount, not immediately required, out of the benefit funds, upon such securities or otherwise, in such manner as may be advisable in the interest of the Association.

4.2.5. COMPENSATION TO MEMBERS

When any member acting under the advice of the Association or Executive Committee of the Association in order to further

the interests of the Association, shall sustain financial loss: the Executive Committee may pay to him such sum as they consider proper as compensation from the General Fund.

4.2.6. REGIONAL FUND

The Executive Committee shall cause to be opened, an account at each station where a Regional Vice President is appointed vide Rule 3.2.1.

The balance at any time in such Regional Fund should not be less than Rs. 5,000/- (Rupees five thousand only) and not more than Rs. 40,000/- (Rupees forty thousand only) unless specifically approved by the Executive Committee or the General Body for a specific purpose.

This auditable account shall be operated by the Regional Vice President under his signature, only for the day to day administration under proper receipt of all transactions, and a quarterly return submitted to the Executive committee, unless circumstances demand an earlier return, when the Executive Committee shall scrutinize the expenditure and reimburse the account from the General Fund of the Association accordingly.

4.2.7. WITHDRAWAL OF SERVICE

When the Executive Committee considers that a withdrawal of service is necessary in the interest of members in any area or areas, it shall cause a ballot vote to be taken of the members of the Association and in case of 50% majority votes in favour of withdrawal of services; the Executive Committee may:

4.2.7.1. Order so far as it is lawful to do so, a withdrawal of services in the area or areas.

4.2.7.2. Impose a levy upon all members of the Association tenable benefits to be paid during withdrawal of services.

4.2.7.3. Pay benefit to the members rendered idle by withdrawal of services.

4.2.7.4. Terminate the withdrawal of services when it thinks fit. Any member of the Association continuing to work against the decision of the Executive Committee shall be liable to suspension or expulsion, in accordance with the rules.

CHAPTER V

ARTICLE I

5.1. MEETINGS

5.1.1 TYPES OF MEETINGS

There shall be two types of meetings, namely Annual and Special General Meeting.

5.1.1.1. ANNUAL MEETING

A regular meeting of the Association shall be held annually in the 3rd week of February at such time and place as the Executive Committee shall have selected.

5.1.1.2. SPECIAL MEETING

Special Meeting of the Association may be called at the request of at least thirty Members of the Association. It shall be the duty of the Executive Committee to give notice of such Special Meetings within seven days of receiving the request.

Special Meetings shall be limited solely to the subject or subjects specifically indicated in the call for such special meeting.

5.1.2. QUORUM

Quorum of the Annual General or Special General Meeting shall be at least 35 members of the Association present in person.

5.1.3. ANNUAL GENERAL MEETING OF THE ASSOCIATION

5.1.3.1. The Executive Committee shall decide a date for the Annual General Meeting of the members of the Association which shall be held on or about the third week of February each year or under unavoidable circumstances soon after. Elections shall be held on every alternate Annual General Body Meetings. The date of the Annual General Body Meeting when elections are to be held shall be fixed at least Eighty (80) days in advance of the proposed Annual General Body Meeting.

5.1.3.2. Every member of the Association shall have the right to submit a resolution for the consideration. Such resolution must reach the Secretary at least 15 days before the date fixed for the meeting together with an agenda of the business to be transacted.

5.1.4. ORDER OF BUSINESS

The business of the Annual General Meeting shall include the following:

5.1.4.1. To receive from the Executive Committee the report, Balance Sheet and Statement of Accounts for the preceding year.

5.1.4.2. To decide on any resolution duly submitted to the meeting as aforesaid.

5.1.4.3. To elect a President, Vice President, General Secretary, Three Joint Secretaries, Treasurer and 7 (seven) members from active pilot members and two (2) members from retired/medically grounded pilot's cadre as Executive Members of the Association.

5.1.4.4. To appoint Auditors of the Association for the forthcoming year.

5.1.4.5. To amend, rescind or make rules.

5.1.4.6. To make any levy on the members of the Association or to alter the existing contributions and fees.

5.1.4.7. To exercise all or any of the powers and authorities vested in the Executive Committee of the Association including the reversal or alteration of any decision of the Executive Committee.

5.1.4.8. To fine, suspend or expel any member of the Association.

5.1.4.9. To remit for further consideration of the Executive Committee any decision of that body and to give such directions in relation thereto as may be deemed expedient.

5.1.4.10. To do all such other things, as may be necessary or desirable in the interest of the Association or its members. The order of items may be changed at the discretion of the President, with the concurrence of the meeting.

5.1.5. SPECIAL GENERAL MEETING

If thirty or more members of the Association submit to the Secretary, a resolution requiring the cancellation, revision or amendment of any decision or direction of the Executive Committee, with the request that a Special General Meeting of the Association be called for the purpose of considering the same, or should the Executive

Committee resolve to take the opinion of the members on any subject affecting the Association, other than by ballot, then a Special General Meeting of the members of the Association shall be called, at such time and place as fixed by the Executive Committee within 30 days of the receipt of such requisition or resolution of the Committee.

Such Special General meeting shall have all the powers of an Annual General Meeting in relation to the business to be transacted thereat. Provided that no resolution of a Special General Meeting shall be binding on the Executive Committee or on the Association unless the number of votes registered in favour thereof, personally or by ballot, exceeds fifty percent of the total members of the Association. Provided further that no matter shall be taken into consideration except those specified in the Agenda.

If the Secretary fails to convene a requisitioned meeting within the specified time the applicants shall have the right to convene the meeting themselves.

5.1.6. JURISDICTION

All duly convened Annual or Special General Meetings shall have full authority to make decisions that are binding upon the Association, subject to the rules of the Constitution.

5.1.7. PROCEDURE AT THE GENERAL MEETINGS OF THE ASSOCIATION

5.1.7.1. The President of the Association or failing him, the Vice President, or failing both, a member of the Association, present at the meeting, shall be elected by the meeting to take the Chair at the General Meeting of the Association, and shall

on equality of votes, have a casting vote (in addition to his own vote) .

5.1.7.2. Each speaker shall address himself solely to the Chairman. The Chairman shall call on speakers, where more than one asks, for the floor at one time.

5.1.7.3. Each motion or report shall be proposed and seconded by a member before it is discussed. The Proposer shall have the right of reply, in all cases, immediately before the vote is taken.

5.1.7.4. A motion may be amended from the floor. Where more than one amendment is moved, they shall be considered singly, in the order opposite their movement, and, if passed, will be included in the original motion.

5.1.7.5. Only one motion may be considered at one time.

5.1.7.6. At the request of any member, a motion may be required to be reduced to writing.

5.1.7.7. The Proposer of a motion may withdraw it with the consent of the Seconder.

5.1.7.8. A member may, at any time, move "that the question be now put" .The Chairman shall put this motion to vote without discussion and if it is passed, the motion under discussion shall be voted on without further discussion other than a summing up by the Proposer.

5.1.7.9. A member may move "to proceed to the next business". This shall be voted on without discussion and, if passed, discussion on the motion shall cease and no vote shall be taken

5.1.7.10. No member shall interrupt another while speaking,

except to raise a point of order. He shall state the point, which shall be decided by the Chairman without debate.

5.1.7.11. If a point of order is raised while a member is speaking he shall cease until the validity of the point of order has been decided. If it is decided that the point of order is not valid, he may proceed.

5.1.7.12. Order of precedence of motions:

5.1.7.12.1. A motion "that the question be now put"

5.1.7.12.2. A motion "to proceed to the next business"

5.1.7.12.3. A motion "to refer the matter to a Committee or Sub-Committee for investigation and report."

5.1.7.12.4. A motion "to postpone the matter to a later specified meeting."

5.1.7.12.5. A motion "for a vote of no confidence", which shall be followed by the set procedure on the subject vide Rule 5.3.1."

5.1.7.12.6. Other motions.

5.1.7.12.7. A motion "to adjourn".

5.1.7.13. No member may speak more than once on the same motion except with the permission of the Chairman, provided always that the Proposer of a motion or amendment has the right of reply before the motion or amendment "is put", and on an amendment being carried, its Proposer becomes the Proposer of the substantive motion and may reply before that is put.

5.1.7.14. A motion to reconsider any matter previously discussed or resolution passed at that meeting must be made by a member who voted with the majority.

5.1.7.15. The regular order of business may be suspended, in order to dispose of anything deemed urgent, by a two-third majority of the meeting at any time.

5.1.8. VOTING

5.1.8.1. All questions properly brought before the meeting shall be determined by a simple majority vote of the regular members present, unless otherwise specifically stipulated in the Constitution.

5.1.8.2. Matter of importance shall be decided by 2/3rd majority vote of Members present.

5.1.8.3. All voting shall be by show of hands, except when a fixed majority is required, when voting shall be by roll call.

5.1.8.4. In the event of equality of votes, the Chairman shall have a casting vote, as well as the authority to decide whether the subject is an ordinary matter, matter of importance or a matter of vital importance.

5.1.8.5. Matters of vital importance shall be decided by a ballot vote of member when 2/3rd majority votes of total members shall decide the subject (vide Rule 5.2.2).

5.1.8.6. Any member of the Association whose subscription is more than 60 days in arrears shall be disqualified from voting at any meeting of the Association or Committee.

5.1.8.7. At Annual and Special Meetings, resolutions duly passed, become the policy of the Association, unless anyone member gives notice of non-ratification, formal written notification of non-ratification, together with a digest of the reasons thereof, which must be submitted within thirty days of the date of the Meeting. If such notification is not received within this time, the resolutions shall be considered as ratified. All non-ratified resolutions shall be submitted for further discussion at the next meeting and in the absence of an agreed alternative, be voted on again. If carried by a simple majority, the resolution becomes policy and is not subject to further ratification.

CHAPTER V

ARTICLE II

5.2 DETERMINATION OF POLICY

5.2.1. DETERMINATION OF POLICY BETWEEN ANNUAL AND/OR SPECIAL GENERAL MEETING

Save where subjects have, in the terms of the Constitution, expressly excluded from the two systems described below, any matter which in the opinion of the Executive Committee, requires the opinion of all the members, for a decision between Annual or Special Conferences, may be submitted to one of the following procedures:

2.1.1. DRAFT RELEASE

In order that the Association's policy may be determined, where no resolution or recommendation exists, a statement of the matter concerned and a policy proposal may be sent to all members and, the absence of objection, be deemed policy. At least thirty days reply shall be allowed unless the matter needs to be determined sooner, when this may be reduced to fifteen days.

5.2.1.2. POSTAL BALLOT

Where, between Annual or Special Meetings, a vote is required under the terms of the Constitution, a statement of the matter shall be sent to all members together with a numbered Voting Slip. The question shall be determined according to the terms of the appropriate constitutional requirement as described below:

5.2.2. PROCEDURE FOR DETERMINATION OF QUESTION BY BALLOT.

Without prejudice to the powers of the Executive Committee under these rules, the Executive Committee shall have power to submit any matter or question to the ballot vote of members of the Association. The vote shall be taken in the following manner:

The Secretary shall issue to each member a ballot paper containing:-

- (a) A question to which answer is "YES or NO".
- (b) A space for the Answer headed "ANSWER YES or NO".
- (c) A space for the member's signature.
- (d) The latest date for return of the ballot paper.
- (e) The date, time and place at which the ballot paper will be open.

5.2.3. SPECIMEN OF BALLOT PAPER

PAKISTAN AIRLINE PILOTS' ASSOCIATION
ST -31, BLOCK-S, KEHKASHAN, CLIFTON, KARACHI

REF:

Dated.....

"I, Captain / First Officer..... Membership No..... do hereby acknowledge that I have read and understood the proposal for and that, this is to authorize the Executive Committee of the Pakistan Airline Pilots' Association to treat the answer to the Proposal question as my vote on the subject" .

QUESTION:.....

ANSWER: (Strike off any one)

"YES" OR "NO"

.....
SIGNATURE

This ballot paper must be returned by hand under receipt from the PALPA office or by Registered Acknowledgment Due letter to the Association by 4 p.m. on the 5th March, 67.

Any member of the Association has a right to attend the Executive Committee of the PALPA to be held on the 5th March, 67 at 4 p.m. in the registered office of the Association, ST -31, BLOCK- 5, KEHKASHAN, CLIFTON; KARACHI-75600, when the ballot paper shall be opened and counted for deciding the matter.

for **PAKISTAN AIRLINE PILOTS' ASSOCIATION**

.....
PRESIDENT

.....
SECRETARY

NOTE: No ballot paper shall be admissible unless it is signed by the member to whom it was issued, and delivered by hand or post by the correct date.

The ballot paper shall be opened and the votes counted at the meeting of the Executive Committee held at the place, date and time stated in the ballot paper at which meeting any member shall have right to attend.

Except otherwise provided the vote of majority of more than half the members of the Association on the date shall decide the matter or the question and shall be binding upon the Executive Committee and on the Association.

CHAPTER V

ARTICLE III

5.3. NO CONFIDENCE MOTION AGAINST THE EXECUTIVE COMMITTEE

5.3.1. RULE & PROCEDURE FOR NO CONFIDENCE MOTION

If any member wishes to pass a no-confidence motion against the Executive Committee, he shall write the details of charges or accusations against the Executive Committee as the Proposer of the motion, which shall be seconded by another member and submitted to the Association under acknowledgment.

The Executive Committee shall then, within fifteen days, call the , " .said members in the Executive Committee Meeting, which shall be held not later than 30 days from the date of the no-confidence motion, and ask the said members to prove the accusations. If the members are unable to prove the accusations, then the said members shall:

5.3.1.1. Either apologize, in writing, which shall be published in the Cockpit.

O R

5.3.1.2. Ask permission, in writing, to seek support of the members for their no-confidence.

This permission shall be granted within one week of the date of application, with a notice from the Executive Committee that, if within two weeks, the members are unable to obtain 1/3r votes of the total members than the said two members are liable to be suspended or expelled from the membership of the Association.

The Proposer and Secunder shall then submit the full details of the accusations, with proof, to the members and obtain the votes of at least 1/3rd members agreeing to their view. These votes shall then be submitted to the Executive Committee, which on receipt of the 1/3rd votes of no-confidence, shall either resign and appoint an Election Committee to hold an Extra-ordinary Election procedure, OR seek a vote of confidence by Ballot of the Association vide Rule 5.2.3.

If the Executive Committee is able to obtain the vote of confidence from more than 1/2 members then the vote of no-confidence shall be defeated.

If 1/2 or more of the total members vote against the Executive Committee, then the Executive Committee shall resign EN-MASS and appoint an Election Committee to hold an Extra-ordinary Election as per Election Procedure.

The vote of no-confidence shall, under the circumstances, be passed against the whole Executive Committee and not against an individual office bearer, and if the no-confidence motion is carried, then the Executive Committee as a whole, shall resign and no member of such Executive Committee can contest another Election for any post of the Executive Committee for a period of at least 6 months, or until the next General Election, whichever is later.

CHAPTER VI

ARTICLE I

6.1. PROCEDURE FOR ELECTION OF PRINCIPAL OFFICERS & EXECUTIVE MEMBERS

6. I. I. FIXING OF DATE AND APPOINTING ELECTION COMMITTEE

An Executive Committee Meeting shall be held at least eighty (80) days before Annual General Body Meeting, in which Executive Committee shall fix the date off the General Body Meeting and appoint an Election Committee Comprising of a chairman and four (4) senior Pilots as Election Committee Member and two Election Committee Members from each station where Regional Vice President/s are appointed. No member of the Election Committee may contest the forthcoming election.

6. I. I. A. CHAIRMAN ELECTION COMMITTEE

Means the person appointed by the Executive Committee as the Chairman Election Committee under Chapter VI, Article 1. Rule

6. I. I. I. The Election Committee may, if required, appoint members of the Association, for assistance in Carrying out its functions. Persons holding any elected office of the Association or planning to contest for any post in the forthcoming election shall at be appointed by the Election Committee for any assistance in its functions.

6.1.1.2. The authority of Election Committee within the stipulated rules is final. It may however, in case of an ambiguity, seek the advice of the Executive Committee. Such advice will be binding upon the Election Committee.

6.1.2. PUBLISHING OF PROCEDURE AND PROPOSAL FORMS

6.1.2.1. The Election Committee shall declare the posts for which elections will be held. They shall also publish the specimen Proposal Form along with the procedure, the last date of the application for using the provision of postal ballot, and notice of the Annual General Meeting, in the Cockpit at least Seventy five (75) days prior to the General Body Meeting.

6.1.2.2. The notice under 6.1.2.1. above shall designate the places at all the bases where votes may be cast, also stating the days and time when voting will be allowed. At least thirty (30) calendar days shall be allowed for casting votes. The said thirty days shall end at least one day prior to the date of the Annual General Meeting. A member shall cast his vote at the base where he is posted.

6.1.2.3. The Election Committee shall seal the ballot boxes, one for each balloting station, after having obtained signatures of at least three Election Committee Members.

6.1.3. RULES AND PROCEDURE FOR HOLDING ELECTIONS

6.1.3.1. Any member pilot who wishes to contest election for a particular post of the Executive Committee shall be required to submit the duly completed relevant Proposal Form (Serving/retired or permanently grounded Pilot) to the

Association within fifteen (15) days of the publication of the Proposal Form and obtain the receipt thereof. Such Form shall be proposed and seconded by members in good standing, along with the signature of the member proposed, showing his willingness to contest for the post. The membership will elect the Executive Committee from the final published list. The Active Pilots shall vote only for the Active Pilots contesting for the Executive Committee; and Retired/Permanently Medically Grounded Pilots shall vote only for the Retired/Permanently Medically Grounded Pilots who are contesting for the post of two Retired/Permanently Medically Grounded Pilots as Executive Committee Members.

6.1.3.2. The Election Committee shall scrutinize the proposal forms, and eliminate the names of the contestants who are not eligible to contest the elections, providing reasons thereof, within three (3) days of the last date of receipt of the proposal forms. These reasons shall be communicated to the contestant, at his/her residential address within five (5) days of the last date of the proposal forms. The said contestant may appear before the Election Committee for a review of his/her case on the date and time specified by the Election Committee, which in no case shall be more than ten (10) days from the last date of receipt of proposal forms. It will be the responsibility of the said contestant to appear before the Election Committee. Failure to appear before the Election Committee on the said day and time, for any reason whatsoever, will cause the said contestant to lose his/her prerogative of appeal.

6.1.3.3. The Election Committee shall then publish the list of eligible contestants within fifteen (15) days of the last date of receipt of the proposal forms, and send each eligible contestant a withdrawal form within seventeen (17) days of the last date of

receipt of the proposal forms. A period of five (5) days shall be given for voluntarily withdrawing from the Election. Following this period of five (5) days of withdrawal, the Election Committee shall publish a final list of contestants, under the hand of the Chairman of the Election Committee, within twenty five (25) days of the last date of receipt of the proposal forms.

6.1.3.4. The Election Committee shall then publish voting form for serving or retired/medically grounded pilots under the signature of chairman and two members of the Election Committee at least thirty five (35) days before the date of the Elections. The voting form shall consist of two parts, a ballot paper and its counter foil. The voting form shall bear the seal of Association, half on the ballot paper and half on the counter foil.

The ballot paper shall not contain any distinguishing mark except the name of the candidate for various posts and a space provided for the signature of Election Committee Member on duty. The counter foil will be retained by the Election Committee, which will have serial No, Name, P.No. of the voter and space for the signature of the Election Committee Member on duty. The prescribed vote format is indicated in Rule No. 6.1.5. The said voting form shall be made available, or sent to members granted the use of postal ballot by the Election Committee, at least thirty (30) days before Annual General Body Meeting.

6.1.3.5 On any of the given days, during the time specified for voting, a member shall come to the designated place of voting. Where the Voting form shall be issued to the member under receipt, and a secluded place will be provided to cast their votes without any interference. The marked vote will be placed in the sealed box in front of the election committee member on duty. It is to make sure that ballot paper will not leave the premises.

The postal ballot of members allowed by the Election Committee for the use of this facility, should reach the office of the Association before the last date of balloting. The balloting will cease twenty four (24) hours before the time specified for the Annual General Body Meeting.

6.1.3.6. The Election Committee shall open the sealed box in the presence of the members present in General Body Meeting at the specified time and date. The counting of votes will be carried out by the Election Committee in a scheduled room, where no person other than Election Committee or members nominated by them for assistance will be allowed. Specially any person holding any elected office of the Association or planning to contest for any post will not be allowed to enter the scheduled room.

The candidate for the posts of **President, Vice President, General Secretary** and **Treasurer** securing maximum votes shall be considered elected for that post.

Joint Secretaries: The candidate securing the highest votes for the position of Joint Secretary , will be declared elected to the post of Joint Secretary (1), the candidate securing the second highest votes for the position of Joint Secretary will be declared elected to the post of Joint Secretary (2). The candidate securing the third highest votes for the position of Joint Secretary will be declared elected to the post of Joint Secretary (3).

Executive Members: The seven (7) candidates from the serving Pilot cadre securing the maximum number of votes shall be declared as elected in the sequence according to the number of votes obtained by each candidate. The two candidates from the retired/Permanently grounded Pilot cadre, securing the highest number of votes shall be declared elected for the post in the sequence according to the number of votes obtained by each candidate.

The names of other members securing lesser votes will be taken down in their sequence according to the number of votes obtained by each and place in the waiting list for the post to be filled up in case of any vacancy due to any reason.

6.1.3.7. On conclusion of the counting of votes, one (1) list each, of the name of all votes cast in the two cadre, serving and retired/medically grounded Pilots, will be displayed at the venue of the General Body Meeting.

6.1.3.8. No member of the Executive Committee can accept any job in the management of the Airline during the term of office.

6.1.3.9. Any member of the Executive Committee who resigns from his office during the term, shall not be allowed to accept any post in the Management upto the end of the term of office of the Executive Committee.

6.1.3.10. EXCEPTION

The only exception to this rule will be in case of pilots who are declared medically unfit or grounded due to any reason, and are rehabilitated, in any capacity, in the Management.

6.1.3.11. PROVISION FOR POSTAL BALLOTING

Where a vote is required under the terms of the Constitution, and serving or the retired/medically grounded pilots who do not expect to be available in Karachi or a station where Regional Vice President is designated, during the electoral process, may apply for the facility of postal ballot on a prescribed Performa. The request will be made before the last date of application published earlier.

This facility of postal ballot will be extended only to genuine cases, such as, serving Pilots who do not expect to be available during balloting period, due to foreign posting, deputation, sickness or any kind of leave etc. and for retired pilots residing in stations, which are not balloting stations, or due sickness. It will be the prerogative of Election Committee to approve or disapprove the request.

6.1.4. SPECIMEN NOTICE OF PROCEDURE FOR ANNUAL GENERAL MEETING AND ELECTIONS

In the Executive Committee Meeting of the Pakistan Airline Pilots, Association held on Sunday the 5th November 1995, it was decided hat the Annual General Meeting of the Pakistan Airline Pilots' Association will be held on the 25th January 1996 at 5 p.m. in he registered office of the Association.

6.1.4.1 AGENDA

6.1.4.1.1 To receive from the Executive Committee, the Report, 3alance Sheet and the Statement of Accounts for the preceding year.

6.1.4.1.2. To decide on any resolution duly submitted to the Meeting as aforesaid.

6.1.4.1.3. To elect a President, Vice President, Secretary, Three Joint Secretaries, Treasurer and 7 (seven) Executive Committee Members from serving and two (2) from the retired/medically grounded Pilots cadre, as declared by the Election Committee.

6.1.4.1.4. To appoint Auditors of the Association forth coming year.

6.1.4.1.5. To amend, rescind or make rules.

6.1.4.1.6. To make any levy on the members of the Association or to alter the existing contribution and fees.

6.1.4.1.7. To exercise all or any of the powers and authorities vested in the Executive Committee of the Association, including the reversal or alteration of any decision of the Executive Committee.

6.1.4.1.8. To fine, suspend or expel any member of the Association.

6.1. 4.1. 9. To remit for further consideration of the Executive Committee, any decision of that body and to give such directions, in relation thereto, as may be deemed expedient.

6.1.4.1.10. To do all such other things, as may be necessary or desirable in the interest of the Association or its members, provided that a withdrawal of services shall not be ordered unless 3/4th of the members of the Association vote in favour of such withdrawal.

According to the laid down rules for the election of Office Bearers, as per decision of the General Body Meeting to the following procedure:

The Executive Committee has appointed an Election Committee comprising of a Chairman and four (4) Election Committee Members from senior Pilots of known integrity, who are not contesting election for any post.

ELECTION COMMITTEE

1. Chairman, Captain
2. Member Captain
3. Member Captain
4. Member Captain
5. Member Captain

All members are requested to follow the Election procedure hereinafter mentioned.

6.1.4.2.1. Any member wishing to contest election for a particular post of the Executive Committee for the period January 1996 to January 1998, is required to send the duly filled Proposal Form the Association by 25th. November 1995.

6.1.4.2.2. The Election Committee will publish a list of eligible candidates for each post by 10th, December 1995.

NOTE: One Withdrawal Form each will be sent to all members contesting for various posts.

6.1.4.2.3. Any contestant who on second thoughts does not wish contest the election, can withdraw his name by forwarding the Withdrawal Form to the Association by 17th December 1995.

6.1.4.2.4. The Association will then publish the final list of contestants (after eliminating the names of those who have voluntarily withdrawn) for each post by 20th December 1995.

The voting form shall give the names of contestants for each post. The member will be required to circle the name of his choice against each post and cancel other names and put the vote in the ballot box in front of the Election Committee Member on duty. The Election Committee Member to ensure that the vote does not leave the premises. The votes of members given the allowance for postal ballot, should reach the office of the Association by 1p.m. 24t January 1996.

6.1.4.2.5. The Election Committee shall open ballot boxes in the presence of all members present in the General Body Meeting and votes shall be counted by the Election Committee in the scheduled room in favour of each candidate. The candidate for a particular post securing the maximum votes shall be considered as elected for the post.

The above method will ensure that:-

6.1.4.2.5.1. Any doubt about the number of total votes cast can be counter checked by the serial number of the counter foils of the voting form.

6.1.4.2.5.2. Each member gets the right to exercise his vote for each individual post.

Your vote is a very important document, if properly used it can ensure that correct people will lead you during the coming years.

A little time spent now may save a lot of running, discontentment and headaches at a later stage if you happened to be led by the wrong people, who may plan the policies of the Association for their personal gains. The effect of the wrong representation does not finish with the end of the year when a new Executive Committee can be elected, but its effects are far more lasting if the Management has already evolved policies by their concurrence.

All members are hereby informed of the policy of the Association, that is NO member of the Executive Committee can accept any job in the Management of the Airline during the term of office of the Executive Committee for which he was elected i.e. till the next Election to be held in January 1998

EXCEPTION: The only exception to this rule will be in case of Pilots who are declared medically unfit or grounded to any reason and are rehabilitated in any capacity in the Management.

6.1.5. SPECIMEN OF PROPOSAL FORM

Any member who wishes to contest Election is requested to fill in the required "Proposal Form" indicating the post for which he wishes to contest the Election. The serving Pilots will be required to fill in the proposal form provided for the active Pilots and retired/ medically grounded Pilots shall fill the proposal form for the Retired/ Medically grounded Pilots. The Proposal Form is to be proposed and seconded by a member each, along with the signature of the member proposed, showing the willingness to contest for the post.

6.1.5.1. PROPOSAL FORM (ACTIVE PILOTS)

The Election Committee,
Pakistan Airline Pilots’
Association,
Karachi.

Dear Sir,

I Captain/ First Officer..... wish to contest For the
post of:

- 1. President.
- 2. Vice President.
- 3. General Secretary.
- 4. Joint Secretary. (Three vacancies).
- 5. Treasurer.
- 6. Executive Committee Member (serving Pilots seven vacancies)

NOTE: DELETE ALL EXCEPT THE ONE DESIRED

of the Pakistan Airline Pilots’ Association in the forth Coming BI-Annual
General Election to be held on Thursday the 25th January 1996 or at an
adjournment thereof.

Membership No. Date Signature

PROPOSED BY: NAME.....

Membership No. Date Signature

SECONDED BY: NAME.....

Membership No. Date Signature

No Proposer or Seconder can propose or second another member for the same post twice except for the post of Executive Committee Members. All such proposal forms must be received in the Registered office of the Association under Registered Cover or by hand under receipt by the 18th of November 1995. All Proposal Forms received till 18t Nov. 1995 shall be scrutinized by the Election Committee and a final list of members contesting for each post shall be issued to all members by the 3rd December 1995 (After eliminating the names of those who have voluntarily withdrawn). Only those members can contest Election or propose or second contestant whose arrears of the subscription is not more than (60) days.

6.1.5.2. PROPOSAL FORM (Retired/ Medically Grounded Pilots)

Dear Sir,

I Captain/ First Officer.....wish to contest for the post of Executive Committee Member (two positions) allocated to the cadre of Retired/ Medically Grounded Pilots, of the Association in the forthcoming Annual General Election to be held on Thursday 18th January 1996 or at an adjournment thereof.

Membership No.

Date

Signature

EXECUTIVE MEMBERS

The following are the contestants for the vacancies of the Executive Committee Members for active retired/ medically grounded Pilots:-

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.

The final list of contestant (after eliminating the names of those who may have voluntarily withdrawn) will be forwarded to each member on the 20th December, 1995.

The Voting Form shall give the final names of contestants for each post. Each member will be required to circle the name his/her choice against each post e.g. circle one name against the post of President, Vice President, General Secretary, and three names against the post of Joint Secretary i.e. if there is more than one contestant for the particular post; and thereafter circle 9 (nine) names of his/her choice from amongst the contestants for the post of Executive Members.

The member will then put his Balloting Form himself at the balloting station or send by post so as to reach the Association before the 24th January 1996. The Election Committee will open the ballot boxes in the presence of members

present in the Annual General Body Meeting to be held on Thursday the 25th January 1996 at 2p.m. in the Registered office of the Association and count the votes in favour of each candidate.

The post for which there is only one candidate, he/she will be considered as elected unanimously, whilst the posts for which there is more than one contestant, then the candidate securing the maximum votes shall be considered as elected for the particular post.

In case of Joint Secretaries and Executive Committee Members, the contestant securing maximum votes shall be considered as elected in the sequence according to the number of votes secured by each and according to the number of vacancies.

6.1.7. SPECIMEN OF WITHDRAWAL FORM

PAKISTAN AIRLINE PILOTS' ASSOCIATION

Ref. PALPA/G/.....

Dated.....

WITHDRAWAL FORM

Any candidate from this list (List of the candidates for election) wishing to withdraw his name from the Election for the post may do so in writing on the following form which should reach the registered office of the Association, ST-31, Block-S, Kehkashan, Clifton, Karachi by the 17th December 1995.

To,
The Election Committee,
Pakistan Airline Pilots' Association,
KARACHI.

Dear Sir,

Reference my Proposal Form for election to the post of _____ I hereby voluntarily withdraws my name from the election for the said post.

Dated:

.....

(SIGNATURE)

(NAME IN BLOCK CAPTIA/ P.NO)

6.1.8. SPECIMEN OF SECRET VOTING FORM

6.1.8.1. VOTING FORM - SERVING PILOTS

**THIS PORTION TO BE RETAINED BY ELECTION
COMMITTEE**

**PAKISTAN AIRLINE PILOTS' ASSOCIATION
VOTING FORM (SERVING PILOTS)**

Serial No.....

NAME:.....

P.NO.....

MEMBERSHIP NO.....

SIGNATURE OF MEMBER.....

SIGNATURE OF E.C.M

ON DUTY.....

PALPA SEAL.....

.....TEAR HERE.....

The following contestant have been declared eligible to contest the Elections for the tenure 20..... to 20.....

1. You are requested to encircle your choice of candidate/s and cross out the rest.
2. Kindly initial over-writing, if any.

POST

CANDIDATES

PRESIDENT

1. 2. 3. 4

VICE PRESIDENT

1. 2. 3. 4

GENERAL SECRETARY	1. 2. 3. 4.
JOINT SECRETARY (THREE VACANCIES)	1. 2. 3. 4. 5. 6. 7. 8.
TREASURER	1. 2. 3. 4.
EXECUTIVE COMMITTEE MEMBER (SEVEN VACANCIES)	1. 2. 3. 4. 5. 6. 7. 8. 9. 10.11.12. 13.14.15.....

SIGNATURE	SIGNATURE
Capt.....	Capt.....
Chairman Election Committee	Member Election Committee

SIGNATURE
Capt.....
Member Election Committee (On duty)

6.1.8.2. VOTING FORM (RETIRED / PERMANENTLY GRADED PILOTS)

PAKISTAN AIRLINE PILOTS' ACCOSIATION
VOTING FORM (Retired/ Permanently Grounded Pilot)
Serial No.....

NAME:.....
P.NO.....
MEMBERSHIP NO.....
SIGNATURE OF MEMBER.....
SIGNATURE OF E.C.M
ON DUTY

.....TEAR HERE.....PALPA SEAL.....

The following contestant have been declared eligible to contest the Elections for the tenure 20..... to 20.....

1. You are requested to encircle your choice of candidate/s and cross out the rest.

2. Kindly initial over-writing, if any.

EXECUTIVE COMMITTEE MEMBER (TWO POSTION)

- | | |
|----|----|
| 1. | 2. |
| 3. | 4. |
| 5. | 6. |
| 7. | 8. |

SIGNATURE

Capt.....
Chairman Election Committee

SIGNATURE

Capt.....
Member Election Committee

SIGNATURE

Capt.....
Member Election Committee (on duty)

6.1.9 SPECIMEN HANDING OVER/TAKING OVER FROM

I, Capt. F/O/..... (Name) elected as.....(position) have been briefed and duly handed over the charge of office by Captain / First Officer..... (Name) outgoing..... (position).

INCOMING EXECUTIVE

NAME: _____

SIGNATURE _____

DATED _____

OUTGOING EXECUTIVE

NAME: _____

SIGNATURE _____

CHAPTER VII

ARTICLE I

7.1. LEGAL ASPECTS

7.1.1. LEGAL ADVISER

The Executive Committee may at any time appoint a Legal Advisor (or Advisors on such terms as it deems fit. Provided that an , appointment of Legal Advisor on fixed legal fees or retainerhip to any Legal Advisor amounting to more than Rs. 300,000/- in any financial year shall not take place except by a resolution at the General Meeting of members or as a result of ballot of members. Any person qualified in Law may be appointed as the Honorary Legal Advisor of the Association by the Executive Committee subject to his concurrence.

7.1.2. CHANGE OF CONSTITUTION

This Constitution shall remain in force and effect, and shall not be altered, added to, amended rescinded except at an Annual or Special General Meeting of which due notice, and notices of the proposed change, shall have been given in accordance with this Constitution. A two third majority of total members shall be j necessary to effect any change.

7.1.3. INTERPRETATION

This Constitution shall be interpreted, in the event of dispute, by 2/3rd majority vote of the total members.

7.1.4. DISSOLUTION

The Association may at any time be dissolved by consent of three quarters of its total members; such consent shall be obtained by ballot taken in accordance with Rule 5.2.2.

Upon such dissolution of the Association its assets shall be realized and debts and liabilities thereof satisfied. The balance of assets or liabilities shall be divided among the existing members at the date of dissolution in proportion to their contribution subscription and fees paid by them respectively during their respective periods of membership.