

The Commonwealth Engineers' Council (CEC or "the Council") Constitution (2023)

Preamble:

The Commonwealth – as at stands in 2023

- The Commonwealth's 56 Member Countries (including 18 dependencies) span the globe and include both advanced economies and developing countries. It encompasses all five continents - Africa, Asia, the Caribbean and Americas, Europe, and the Pacific.
- It is multicultural and multi-ethnic.
- Its members represent 2.4 billion people, almost a third of the world's population. Its members comprise countries large and small – from India (1.2bn) to Nauru (10,000).
- The Commonwealth's strength lies in its shared values and diversity. Thirty-one of its members are small states, usually with a population well under 1.5 million, and 24 members are small island developing states
- Half of the top 20 global emerging cities are in the Commonwealth: New Delhi, Mumbai, Nairobi, Kuala Lumpur, Bangalore, Johannesburg, Kolkata, Cape Town, Chennai and Dhaka.
- Many small and developing Commonwealth countries are among those with the lowest ecological footprints worldwide.
- In 2003, the Commonwealth declared its commitment to democracy, good governance, human rights, gender equality and a more equitable sharing of the benefits of globalisation.
- The Commonwealth Engineers Council supports the overall objectives of the Commonwealth.
- Many of the Commonwealth nations are World Federation of Engineering Organizations (WFEO) Members in their own right, but some members of the Commonwealth are small and their professional engineering organisations and engineers rely on support from CEC and other Commonwealth members of WFEO for their voice on engineering matters to be heard.

The CEC Constitution

Mission

CEC's Mission is to promote and support the role of engineers and engineering in the Commonwealth as a key enabler of the critical infrastructure that underpins civilisation, the achievement of the UN Sustainable Development Goals and the response to the global climate emergency.

Aims and Objectives

1. The Council is constituted to advance the science, art, and practice of engineering for the benefit of society and for this purpose:
 - a) To foster co-operation and the exchange of information among the members and other similar organisations;
 - b) To support the development of in-country engineering institutions throughout the Commonwealth;
 - c) To foster the education, training and professional development of engineering practitioners at all levels of professional and technical competence;
 - d) To strive for increased equity, diversity and inclusion within the engineering profession;
 - e) To promote dialogue on ethical standards within the profession;

- f) To encourage and facilitate the transfer of technology between countries;
- g) To facilitate recognition of engineering qualifications and promote mobility of engineering practitioners across the Commonwealth countries;
- h) To promote meetings on engineering and related subjects;
- i) To undertake specific projects relating to the objectives of the Council;
- j) To do all other things incidental and conducive to the attainment of the objects of the Council;
- k) To promote virtual communication networks to facilitate the implementation of these aims and objectives.

MEMBERSHIP

2. Membership of CEC is open to all Professional Engineering Institutions (PEI) that have a constitution, throughout the Commonwealth. There shall be two main categories of Member: Full Members and Associate Members. Full Members are PEI's (or groups of PEIs), and Associate members are all other organisations with an interest in CEC. Only full members will be able to vote.
3. CEC will also welcome Corresponding Members, being those individuals who have an interest in CEC matters. Corresponding Members will have no vote and are ineligible to hold CEC positions.

APPLICATIONS FOR MEMBERSHIP

4. Any Member may propose for Membership any Institution or group of Institutions it considers meets the requirements for Membership.
5. Any Institution or group of Institutions which considers it meets the requirements may apply for Membership.
6. All proposals or applications for Membership shall be accompanied by a copy of the Constitution of the applicant and details of the number of its Members in all categories of Membership, and disaggregated by gender, where possible.
7. On receipt of a proposal or application the Secretariat shall circulate details to all Members.
8. All applications for Membership shall be considered by the Council at its next meeting following receipt of the application. If two-thirds of the Voting Membership present and voting in favour at a meeting of the Council, the applicant shall be admitted to Membership from the date of receipt of the application or from such other date as the Council may decide.
9. Any individual may request to be a Corresponding Member by writing to the secretariat.
10. Additional conditions may be imposed by Council for membership in accordance with the Council approval procedures

RESIGNATION FROM MEMBERSHIP

11. Any Member may resign at any time which shall take effect from the date of receipt by the Secretariat of the letter of resignation. The Secretariat shall circulate details of the resignation to all Members.
12. Where membership fees apply, any annual subscription unpaid at the date of the resignation shall remain payable.

REMOVAL FROM MEMBERSHIP

13. The Council may, by resolution passed by not less than two-thirds of the Voting Membership present and voting in favour at a meeting of the Council, remove from Membership any Member it considers no longer fulfils the requirements for Membership or has contravened the code of professional conduct. Any Member shall have the right to be present in person or through teleconference at the meeting at which the resolution to remove it from Membership is to be put, and to be heard in any discussion.

RIGHTS AND PRIVILEGES

14. At meetings of the Council, Members shall be represented by their Head (President) and/or their Secretary or Honorary Secretary, or designated representative in writing. Members can participate and vote by electronic conferencing facilities to be provided by the Secretariat. Alternatively, Members are entitled to appoint proxies. Proxies shall be conveyed to the Secretariat in writing/email seven days prior to the meeting.
15. Each Member shall have only one vote which may be recorded by either representative as agreed between them. The Chair shall have a vote only to break a tie.
16. Subject to the approval of the Chair, meetings of the Council (unless any is declared a closed meeting by the Chair of that meeting) shall be open to invitees of any Member or Members on an observer basis, on the understanding that any observer shall be able to advance the aims and objects of the Council or be a representative of an international organisation with an interest in the work of the Council.
17. All Members shall be sent by the Secretariat copies of all minutes and reports issued following meetings of the Council and its Committees.
18. All Members of the Executive Committee or other Standing Committees shall have the right to attend meetings of the Council and to speak but shall not have the right to vote unless entitled to do so as a representative.

MEETINGS

19. Meetings of the Council shall be held at such intervals and in such countries or by teleconference as may be agreed by the Council or on agreement by not less than two-thirds of the Members.¹

The Secretary shall issue notice of meeting to all Members at least three months prior to the date of the meeting.

CEC will hold a General Assembly every two years²

20. The elected President of the CEC shall be the Chair of the Council and of the Executive Committee meetings.

21. Regional Meetings - Members in a recognised geographical region may organise regional meetings from time to time, and the rules for regional meetings shall be, unless otherwise agreed by the Council, the same as for meetings of the Council. The Secretariat must be provided with copies of the Agenda and Papers for such meetings and a copy of the subsequent minutes

STANDING COMMITTEES

22. Executive Committee - There shall be an Executive Committee comprising:
- a. A Chair (“The President of the Commonwealth Engineers Council”) elected by the Council
 - b. A representative from each of the geographical regions of the Commonwealth: Africa, Asia, Caribbean and The Americas, Europe and the Pacific
 - c. The Chair of any other Standing Committee which the Council shall establish
 - d. The Secretary of the Council (non voting member)
23. The election of the Chair of CEC will normally take place at the time of the CEC General Assembly. The term of office will span two years, with eligibility for re-election for a second consecutive term. If no candidates put themselves forward for election, the Executive Committee shall have the power to appoint a Chair.
24. Full members from a geographical region shall be responsible for appointing their representative to serve on the Executive Committee. The term of office will span two years, with eligibility for re-appointment for a second term. Failing such appointment, the Executive Committee shall have the power to appoint regional representatives.
25. The Executive Committee shall have power to co-opt to the Committee any person who will assist the aims and objects of the Council. Co-opted Members shall not have the right to vote.
26. The Immediate Past President of the Council is entitled to sit on the Executive Committee. In that capacity they will be eligible to participate at meetings of the Executive Committee and the Council, and will have a vote.
27. The Executive Committee shall meet at least twice in the year or years in which the Council does not meet and at such times as considered necessary by the Chair. The dates and venues shall be approved by the Chair.
28. Any Member of the Executive Committee unable to attend a meeting, may send a named deputy provided that person has given written notification to the Secretary of the Council at least seven days before the meeting.
29. Aims and objects of the Executive Committee
- a. To implement Council policy.
 - b. The general management of Council affairs between meetings.
30. Other Standing Committees - The Council may appoint such Standing Committees as it thinks fit. The composition of such Committees shall be decided by the Council. Unless otherwise agreed by the Council, the rules for the Executive Committee shall apply to other Standing Committees.

SECRETARIAT

31. The location of the Secretariat shall be decided by the Council.
32. The Secretariat shall maintain records, be available for consultation, prepare and circulate as appropriate agenda and supporting papers for matters to be discussed by the Council and Standing Committees, and carry out all secretarial duties arising at meetings until they are concluded.
33. The Secretary shall be appointed by the Council.
34. The Secretary shall present an Annual Report to Council and all Members.

FINANCE

35. If the Council deems an annual subscription to be necessary, they shall decide on the annual subscription payable by each Member, taking due consideration of their ability to pay. The Council may waive the payment of subscription in cases of financial distress.
36. The Council shall have the power to receive donations and project contributions.
37. The Council shall have the power to enter into agreements.
38. Rules governing the financial administration of the Council shall be determined by the Executive Committee.
39. The Secretary/Treasurer shall present a statement of account to the Executive Committee and an Annual Statement of Account to the Council.

WORKING EXPENSES OF THE SECRETARIAT

40. The Secretariat costs shall be assessed, and shared, among the Members through subscription and/or other income.
41. The Members of the Council shall indemnify the Secretariat for all approved costs, expenses, charges or damages incurred through the execution of their duties for and on behalf of the Council.

ALTERATION OF CONSTITUTION

42. Any Member may propose alterations to this Constitution which the Secretariat shall circulate to other Members. If the amendments are unanimously agreed, then they shall again be circulated to all Members after which they shall take effect. If they are not so agreed they shall be included in the Agenda of the next meeting of the Council and shall take effect if approved by not less than two-thirds of those present and entitled to vote.

Signatures of Agreement: 13 September 2023



Paul Jowitt, CEC President 2011 – 2023



Dawn Bonfield, CEC President 2023-2025

Footnotes for Information

-
- 1 The timing of CEC Meetings is a matter for CEC to decide but for practical reasons CEC holds some of its meetings concurrent with those of the World Federation of Engineering Organisations (WFEO) or its Executive Committee meetings. This is a matter of convenience to CEC, not a requirement.

 - 2 CEC's General Assembly will be held at a time to suit CEC, but for practical reasons may be time to coincide with corresponding WFEO meetings. This is a matter of convenience to CEC, not a requirement.