

## **Bylaws of the Royal Fellow Membership of SIFR**

These Bylaws formally establish the governance, rights, and responsibilities of the Royal Fellow Membership within the SIFR. They are designed to define the criteria for this distinguished tier of membership, outline the privileges it confers, and detail the operational procedures that guide its members and governing bodies. This document serves as the definitive framework to uphold the prestige, integrity, and collaborative mission of the Royal Fellowship, in alignment with the overarching constitution and objectives of SIFR.

### **Article I: Name and Purpose**

#### **Section 1: Name**

The name of the organization shall be SIFR mentioned above

#### **Section 2: Purpose**

It is dedicated to:

1. Promoting research in respective disciplines.
2. Publishing high-quality academic and industry-related articles.
3. Organizing conferences, workshops, and seminars for knowledge sharing.
4. Facilitating networking among researchers, practitioners, and industry leaders.
5. Encouraging innovation and collaboration in the respective fields.

### **Article II: Membership**

#### **Section 1: Eligibility**

To be eligible for Fellow Membership (RF-SIFR etc), candidates must meet the following criteria:

##### **1. Academic & Professional Qualifications**

-Hold a Ph.D. or equivalent terminal degree in a relevant field (science, engineering, technology, medicine, or related disciplines).  
- OR possess a Master's degree with at least 5-10 years of distinguished professional experience in a high-impact role.

## 2. Research & Contributions

- Demonstrated significant contributions to their field through:
  - High-impact peer-reviewed publications (e.g., journals, conferences, books).
  - Patents, innovations, or technological advancements.
  - Leadership in major research projects or industry initiatives.

## 3. Professional Standing

- Recognized as a leader in their discipline (e.g., awards, keynote speeches, editorial roles, senior positions in academia/industry).
- Minimum 5-10 years of post-qualification experience (relaxable for exceptional candidates).

## 4. Ethical & Service Requirements

- Strong commitment to scientific integrity, ethics, and mentorship.
- Active involvement in scientific societies, peer review, or policy advisory roles.

## Selection Process for Fellow Members

### Step 1 : Nomination

#### 1. Nomination & Application

- Candidates may be nominated by existing Fellows or may self-apply with endorsements from two senior experts.

#### 2. Application Submission

##### - Submit:

- Detailed CV (highlighting research, leadership, and impact).
- Statement of Contribution – SOP (max 1000 words).
- Two recommendation letters (from distinguished experts).
- List of top 5 publications/innovations.

#### 3. Preliminary Screening

- The Membership Committee verifies eligibility and completeness.

#### 4. Peer Review & Evaluation

- Applications are reviewed by domain-specific panels assessing:
  - Research quality & originality
  - Leadership & influence in the field
  - Service to the scientific community

#### 5. Final Approval

- Recommended candidates are voted on by the Governing Council.
- Successful candidates receive an official Fellowship certificate.

#### 6. Induction & Recognition

- New Fellows are formally inducted at the Annual Conference.
- Listed in the Fellows Directory on website

#### Step 2: Review & Decision

- Timeline: 3–6 months for evaluation.
- Outcome:
  - Approval: Formal invitation to join as Fellow.
  - Rejection: Feedback provided (reapplication allowed after 2 years).

#### Step 3: Acceptance & Induction

- Pay the Fellowship fee (if applicable).
- Attend the Induction Ceremony.

#### Section 2: Categories of Membership

1. Fellow Members: Researchers, professionals, and academics.
2. Student Members: Enrolled students with an interest.
3. Institutional Members: Universities, research centers, and corporate entities.
4. Honorary Members: Individuals recognized for their significant contributions to the field.

### Section 3: Membership Rights

Members in good standing are entitled to:

- Participate in conferences and events.
- Access publications.
- Vote in general meetings (except Student Members).
- Nominate candidates for positions in the Executive Council.

### Article III: Governance

#### Section 1: Governing Structure

The association shall be governed by the Executive Council, comprising the following positions:

1. President
2. Vice President (VP)
3. General Secretary
4. Members of the Executive Council (up to 10)

#### Section 2: Duties of Officers

##### 1. President:

- Acts as the chief executive officer.
- Represents the association at official events.
- Oversees strategic initiatives and presides over meetings.

##### 2. Vice President:

- Supports the President in executing duties.
- Assumes the President's responsibilities in their absence.

##### 3. General Secretary:

- Manages correspondence and records.

-Prepares meeting agendas and minutes.

-Ensures compliance with the bylaws.

#### 4. Executive Council Members:

-Advise on strategy and governance.

-Lead committees on research, conferences, and publications.

### Section 3: Terms of Office

1. All officers shall serve a term of two years.

2. Officers may seek re-election for one additional term, subject to a majority vote.

### Article IV: Committees

#### Section 1: Standing Committees

The association shall establish the following committees:

##### 1. Research and Publication Committee:

-Oversees the publication of journals and proceedings.

-Reviews and approves research submissions.

##### 2. Conference and Events Committee:

-Plans and executes conferences, workshops, and seminars.

##### 3. Membership and Networking Committee:

-Manages member recruitment and engagement.

-Facilitates collaborations and partnerships.

### Section 2: Ad-Hoc Committees

The President, with the approval of the Executive Council, may establish temporary committees for specific tasks.

### Article V: Meetings

#### Section 1: General Meetings

1. An annual general meeting (AGM) shall be held to review the association's activities and elect officers as needed.
2. Notice of the AGM shall be sent to members at least 30 days in advance.

### Section 2: Executive Council Meetings

The Executive Council shall meet quarterly to discuss and decide on strategic and operational matters.

### Section 3: Quorum

1. For the AGM, a quorum shall consist of 25% of voting members.
2. For Executive Council meetings, a quorum shall consist of 50% of Council members.

## Article VI: Finances

### Section 1: Fiscal Year

The fiscal year of the association shall run from January 1 to December 31.

### Section 2: Membership Dues

1. Membership dues shall be determined by the Executive Council.
2. Honorary members shall be exempt from dues.

### Section 3: Financial Oversight

The Executive Council shall ensure that:

1. Funds are used solely for association activities.
2. An annual financial report is prepared and presented at the AGM.

## Article VII: Amendments

Amendments to these bylaws may be proposed by:

1. The Executive Council.

2. A petition signed by at least 10% of the voting members.

Proposed amendments shall be ratified by a two-thirds majority of members present at the AGM.

This provision establishes the formal procedure for adopting changes to the governing documents. It requires that any proposed amendment be presented to the membership during a duly convened Annual General Meeting (AGM). For ratification, the amendment must receive an affirmative vote from no less than two-thirds (66.67%) of the voting members who are present in person or by authorized proxy at the meeting and who cast a valid vote. This supermajority threshold is designed to ensure that substantive changes reflect a strong and clear consensus of the active membership, thereby protecting the integrity and stability of the organization's foundational rules. Notice of any proposed amendments, including their full text, must be distributed to all voting members in advance of the AGM as stipulated in the notice period requirements of these Bylaws.

**Key Elements Explained:**

1. **Forum for Action:** Specifies the Annual General Meeting (AGM) as the designated forum for such decisions, ensuring broad membership participation.
2. **Supermajority Threshold:** The two-thirds majority requirement is a common and robust standard for bylaw amendments, balancing the need for progress with the stability of core governance.
3. **Defined Voter Pool:** Clarifies that the vote is counted from members present and voting, excluding absentees and abstentions from the calculation base.
4. **Governance Principle:** Explains the rationale—to ensure changes have broad consensus and protect organizational stability.

**Procedural Fairness:** Implicitly references the necessity of advance notice, a critical component of due process in governance.

**Article VIII: Dissolution**

In the event of dissolution, the assets of the association shall be distributed to non-profit organizations with similar objectives, as determined by the Executive Council.