

**INDIAN INSTITUTE OF PUBLIC ADMINISTRATION**  
**INDRAPRASTHA ESTATE, RING ROAD, NEW DELHI-110002**  
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Date: 17 October, 2014

**CONSOLIDATED GUIDELINES ON MEMBERSHIP**

1. The institute shall have following type of Memberships :
  - a. Annual Member
  - b. Life member
  - c. Associate member
  - d. Student member
  - e. Corporate member
  - f. Donor member
  - g. Honorary member
  - h. Correspondent member

The following guidelines are issued for the categories at a to f.

2. The Rules of the Institute provide for membership of the Institute from among academics, practicing administrators at senior level including the alumni of the Institute.
3. The eligibility requirements for membership and the procedure of admission are as under
  - a. For Annual/Life Membership
    - (i) Serving or Retired Members of All India Services, Central and State Service Officers in 'Group A' position and at the equivalent Senior level and from PSUs would be eligible.
    - (ii) Application from foreign academics (subject matter specialists), Excellencies and diplomats of countries with whom IIPA have signed MoUs, may be considered for membership on merit.
    - (iii) Faculty members teaching post graduate classes from Lecturers upwards including Post Doctoral Fellows in Political Science/Public Administration in Colleges (affiliated to University) / University Departments would be eligible.
    - (iv) Readers in Economics, Sociology and Social Work in Colleges (affiliated to University) and University Departments would also be eligible for Annual/Life membership as these subjects are relevant to the study and practice of public administration.

- e. While proposing and seconding the applications for membership
  - i. the members are requested to exercise their best discretion in recommending the application for membership;
  - ii. IIPA faculty and the officers are requested to restrict their recommendations only to the course participants; and
  - iii. only those candidates who evince active interest should be recommended for admission as Life Members.
- f. Application will not be entertained if:
  - i. Not applied on the original form and
  - ii. The application is incomplete (No row should be left blank. If the information sought for in the row is not available or not relevant, N.A. should be invariably written.)
- g. The application received will be considered by the Membership Admission Committee for admission of new members. The recommendation of the committee as approved by the Executive Council will be communicated to the applicants.
- h. Persons applying for Annual/Life Membership may be offered Associate Membership if the committee so decides.
- i. In order to expedite decision on admission of application from the Chief Secretaries and Collectors/DM, the Chairman, Screening Committee may approve such applications on behalf of the committee.
- j. In order to expedite decision on admission of application from the APPPA participants, Chairman, Screening Committee may approve applications on behalf of the Committee.

#### 5. Limit to admission

- a. In view of the large number of members, the Executive Council in its meeting dated 28<sup>th</sup> August 2014 has put restrictions region-wise as hereunder so as to keep the membership equitable and for effective and efficient management of the Branches:
 

a) Delhi Region :	2000
b) Metro Cities :	1000
c) 'A' Class Cities :	750
d) 'B' Class Cities :	500
e) 'C' Class Cities :	250
- b. This ceiling will apply to all the Local Branches falling under the above classifications and for other Local Branches 100 is the ceiling. Notwithstanding the above ceiling, in exceptional cases exemption may be granted by the Executive Council in each case on merit basis. The Ceiling should be observed by the respective Regional Branch. However, applicants have to show active interest and fulfill the criteria for membership

## 8. Corporate membership

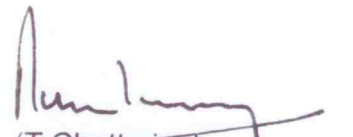
- a. The Executive Council may, on application in the prescribed form, admit on such conditions as may be specified in each case, as a Corporate Member of the Institute, any authority or organisation with public services, any approved association of members of any of such services, any University department or institute devoted to the study of public administration, any statutory corporation, any joint stock company, any registered society, or any registered business establishment.
- b. A Corporate member may, at any time, compound its liability to pay annual subscription for twenty years by making a lumpsum payment equal to ten times the amount of annual subscription.
- c. Application for Corporate Membership should be submitted wherever possible with the latest Annual Report, Audited Statement of Accounts, and Memorandum of Association & Rules.

## 9. Donor Member

Members who make a donation of not less than Rs.50,000/- shall be called "Donor Members".

These guidelines are consolidated as per the decision of Executive council and shall be followed strictly w.e.f. 1.1.2015.

Criteria for Honorary and Correspondent Membership will be considered separately.

  
(T Chatterjee)  
Director, IIPA

Copy to :

1. All E.C. Members by email
2. All Branches by email
3. Registrar
4. All Dy. Registrars
5. IIPA Website
6. APO for notification in the Newsletter

for 2.9.2015.

✓ Shri Satish Chandra Naugani

