

cabe

chartered
association
of building
engineers

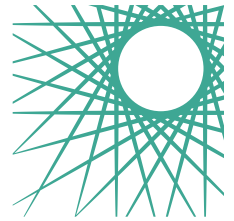
CABE Royal Charter

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CABE ROYAL CHARTER

Elizabeth the Second by the Grace of God of the United Kingdom of Great Britain and Northern Ireland and of Our other Realms and Territories Queen, Head of the Commonwealth, Defender of the Faith:
TO ALL TO WHOM THESE PRESENTS SHALL COME, GREETING!



WHEREAS the incorporated organisation commonly known as the Association of Building Engineers, founded in 1925 (hereinafter referred to as 'the former Association') petitioned Us for a Charter of Incorporation:
AND WHEREAS We have taken the said Petition into Our Royal Consideration and are minded to accede thereto:
NOW THEREFORE KNOW YE THAT WE by virtue of Our Royal Prerogative in that behalf and of all others powers enabling Us so to do of Our Especial grace, certain knowledge, and mere motion do hereby for Us Our Heirs and Successors will grant, direct, appoint, and declare as follows:

Chartered Association of Building Engineers

1. The persons now members of the former Association and all such persons as may hereafter become members of the body corporate hereby constituted pursuant to or by virtue of the powers granted by these Presents and their successors shall for ever hereafter (so long as they shall continue to be such members) be by virtue of these Presents one body corporate by the name of the Chartered Association of Building Engineers (hereinafter referred to as the Association) and by the same name shall and may sue and be sued in all Courts, and in all manner of action and suits, and shall have power to do all other matters and things incidental and appertaining to a body corporate.

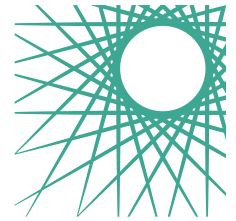
Objects

2. The objects for which the Association is hereby constituted are to provide continuing professional education for, and objective standards for, and an independent assessment of, the professional competence and experience of those practising the art and science of building engineering both nationally and internationally, to raise awareness of professional building engineering practices for the benefit of the public and industry, and to encourage and facilitate co-operation between the construction professions.

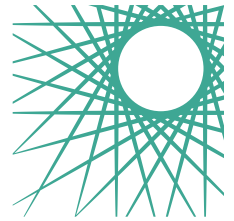
Powers

3. And the Association shall have the following powers exercisable in the furtherance of its said objects but not otherwise, namely:
 - i. To admit to the following categories of membership those applicants who are qualified according to the Bylaws, Fellowship; Membership; Honorary Fellowship; Graduate Membership; Associate Membership; Technician; Student
 - ii. Additionally to maintain a Register of Chartered Building Engineers in which all Fellows and Members of the Association who are practising in building engineering shall be entered unless they are, and continue to be, registered on the Register of the Engineering Council as Chartered Engineer
 - iii. To arrange or assist others in arranging for meetings, exhibitions, educational courses and lectures, and other social occasions for the interest of the members and for their development within the Association

- iv. To organise and administer professional qualifications
- v. To give advice on good building engineering practice to any person that so requires
- vi. To advise Her Majesty's Government on all matters of interest to the building engineering profession
- vii. To promote, commission, undertake and publish research in areas useful to the Association's objects
- viii. To promote the development of building engineering courses in institutions of higher education
- ix. To establish, manage, promote, organise, finance and encourage the study, writing, production and distribution of publications, educational courses and lectures to promote good building engineering practices or to support others in doing so
- x. To establish, manage, promote, organise, finance, equip and maintain libraries
- xi. To make provision for lectureships, bursaries, prizes, grants and other awards
- xii. To establish a code of professional conduct for members, including mandatory continuing professional development, and supported by a disciplinary procedure
- xiii. To promote the formation of organisations, including subsidiary companies whether charitable or not, for the purpose of any of the objects of the Association and to assist such organisations as necessary in the fulfilment of their objects
- xiv. To work together with any institutions or persons having a charitable or other object similar to that of the Association
- xv. To make suitable arrangements for undertaking the work of the Association and for organising its meetings
- xvi. To raise funds and to invite or receive contributions from any person whatsoever by way of subscription, donation, and otherwise than through permanent trading unless undertaken through a subsidiary incorporated company
- xvii. To employ such staff (who shall not be members of the Board of the Association) as are necessary for the proper pursuit of the object and to make all reasonable and necessary provision for the payment of salaries, pensions and any other benefits to them
- xviii. To invest the monies of the Association not immediately required in or upon such investments or other property or other assets as may be thought fit
- xix. To purchase, take on lease or in exchange, hire or otherwise acquire real or personal property and rights or privileges therein, and to construct, maintain and alter buildings or erections



- xx. To sell, let, mortgage, dispose of or turn to account all or any of the assets of the Association
- xxi. To borrow or raise money on such terms and on such security as may be thought fit
- xxii. To create such Bylaws subject to the approval of the Privy Council as the Board of the Association may consider necessary for the good administration of the Association. The first such Bylaws are attached to this Charter as the Schedule
- xxiii. To do all such other lawful things as are incidental to the attainment of furtherance of the said object



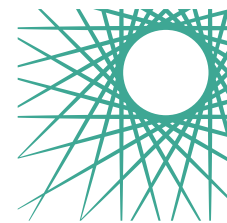
Provided that:

- a) The Association's object shall not extend to the representation of the interests of members with regard to their conditions of employment, and
- b) Nothing herein shall prevent any payment in good faith by the Association:
 - i) of reasonable and proper remuneration to any member, officer or employee of the Association for any agreed services rendered to the Association as long as any involved member of the Board shall declare an interest when the matter is discussed, or
 - ii) to any member of its Board of reasonable out-of-pocket expenses.
- c) The Association shall exercise its powers and influence always with regard to improving whilst safeguarding the environment.

Matters related to property

- 4. i. The Association or any person on its behalf may acquire for the purposes of the Association any lands tenements or hereditaments or any interest therein and may hold the same in perpetuity or otherwise and from time to time (subject to all such consents as are by law required) to grant demise alienate or otherwise dispose of the same or any part thereof.
- ii. Any person and any body corporate may assure in perpetuity, or otherwise, or demise or devise to, or for the benefit of, the Association any lands, tenements, or hereditaments whatsoever or any interest therein within Our United Kingdom of Great Britain and Northern Ireland.
- iii. The Association may also accept the transfer of the assets, rights and liabilities of the former Association (including any contractual rights and liabilities, property and monies held on behalf of, or in trust for the former Association by any persons or body corporate or unincorporated) and on such terms as the Association and the former Association may agree.
- iv. In the investment of monies belonging to or held by the Association, the Association shall seek such advice as it may see fit and, if appropriate, shall take into account any law relating to charitable investment applicable at the time of such investment. Subject as aforesaid no liability shall attach to any officer, employee or member of the Association in respect of any loss of depreciation of any investment so made as aforesaid and any investment may be varied from time to time at the discretion of the Association.

- v. In case the Association shall take or hold any property which may be subject to any trusts, the Association shall only deal with or invest the same in such manner as allowed by law, having regard to such trusts.
- vi. The income and property of the Association shall be applied solely towards the promotion of its objects as set forth in this Our Charter and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit, to members of the Association and no member of its Board shall be appointed to any office of the Association paid by salary or fees, or receive any remuneration or other benefit in money or money's worth from the Association.



Charter changes

5. The members may, by a Special Resolution passed at any general meeting by not less than two-thirds of the members voting, amend or add to the provisions of this Our Charter; but no such revocation, amendment or addition shall become effectual until approved by Us, Our Heirs or Successors in council so that this Our Charter shall thenceforward continue and operate as revoked, amended or added to. This Article shall apply to this Our Charter as revoked, amended or added to in manner aforesaid.

Bylaw changes

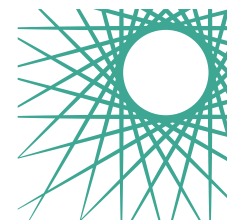
6. The members may, by Special Resolution passes at any general meeting by not less than two-thirds of the members voting, revoke, amend or add to the Bylaws for the time being in force; but no such revocation, amendment or addition shall have effect until approved by the Lords of Our Most Honourable Privy Council of which approval a Certificate under the hand of the Clerk of the Privy Council shall be conclusive evidence.

Surrender of Charter

7. The member may, by Special Resolution passed at any general meeting by not less than two-thirds of the members voting, determine to surrender this Our Charter, subject to the sanction of Us, Our Heirs or Successors in Council and upon such terms as We or They may consider fit, and wind up or otherwise deal with the affairs of the Association in such a manner as shall be determined by such resolution or, in default of such direction, as Our Courts of law shall think expedient having due regard to the liabilities of the Association for the time being and, if on the winding up or dissolution of the Association, there shall remain, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid or distributed among the members or any of them but shall, subject to any special trusts affecting the same, be given and transferred to some association having objects similar to the objects of the Association which shall prohibit the distribution of its income or property amongst its members to an extent at least as great as is imposed on the Association by this Our Charter, such association to be determined by the members at or before the time of dissolution.

Conclusion

8. And We do hereby for Us Our Heirs and Successors grant and declare that these Our Letters or the enrolment or exemplification thereof shall be in all things good firm valid and effectual according to the true intent and meaning of the same and shall be taken construed and adjudged in all Our Courts of law and elsewhere in the most favourable and beneficial sense and for the best advantage of the Association any mis-recital, non-recital, omission, defect, imperfection, matter, or thing whatsoever notwithstanding.



IN WITNESS whereof We have caused these Our Letters to be made Patent.

WITNESS Ourself at Westminster the day of in the year of Our Reign.
BY WARRANT UNDER THE QUEEN'S SIGN MANUAL
SCHEDULE
BYLAWS
CHARTERED ASSOCIATION OF BUILDING ENGINEERS

Preliminary Interpretation

1. In the Charter and these Bylaws these words shall bear the meaning given, if not inconsistent with the subject or context.

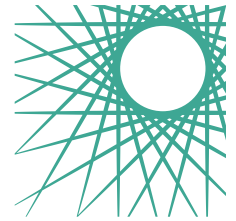
"The Charter"	means the Royal Charter of the Chartered Association of Building Engineers
"Association"	means the Chartered Association of Building Engineers
"The Board"	means the Board of directors of the Association
"Committee"	means a group of people consisting of Directors, Members or others appointed by the Board to undertake a task on behalf of the Board, to whom the Board may delegate a degree of authority
"Director"	means a Director of the Association, and includes any person occupying the position of Director (Board member), by whatever name called
"Document"	includes, unless otherwise specified, any document sent or supplied in electronic form
"Electronic Form"	has the meaning given in section 1168 of the Companies Act 2006
"The Office"	means the headquarters office of the Association
"The Regulations"	means the Regulations, Delegation, Governance and Limitation Policies approved from time to time by the board under the Bylaws

Words implying the singular number only shall include the plural number, and vice-versa. Words implying the masculine gender shall also include the feminine gender.

Writing means the representation or reproduction of words, symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in electronic form or otherwise.

Membership and registration

Application for membership



2.1 Persons with appropriate qualifications, knowledge and experience may apply to join the Association in one of the following categories:

- (i) Fellow of the Chartered Association of Building Engineers (FCABE)
- (ii) Member of the Chartered Association of Building Engineers (MCABE)
- (iii) Hon. Fellow of the Chartered Association of Building Engineers (Hons FCABE)
- (iv) Graduate of the Chartered Association of Building Engineers (Grad CABE)
- (v) Associate of the Chartered Association of Building Engineers (ACABE)
- (vi) Technician of the Chartered Association of Building Engineers (Tech CABE)
- (vii) Student of the Chartered Association of Building Engineers.

2.2 In addition all voting members who are practising as building engineers shall be entered on the Register of Chartered Building Engineers and shall remain so registered until removed by retirement from practice, failure to pay the annual registration fee or by a decision of a Disciplinary committee. Registrants shall pay the annual registration fee, shall undertake such annual continuing professional development as shall be required of them, shall abide by the Associations Code of Professional Conduct, and shall participate in any disciplinary proceedings brought against them for alleged breach of the Code. Registrants, while on the Register may describe themselves as Chartered Building Engineers and may use the postnominals C.Build E.

Fellow

3. A Fellow shall be a person who either shall be a Fellow at the date of adoption of these Bylaws, or shall be a Member of the Association who is elected to Fellowship having been in a position of responsibility of not less than five years.

The Board shall have the powers to grant a Fellowship:

- (i) to applicants who possess the academic qualifications for Voting membership of BSc (Hons) or equivalent and who are/have been in employment approved by the Board in positions of responsibility for a period of not less than five years; or
- (ii) in exceptional circumstances to applicants who have achieved recognised outstanding eminence in the research, practice or teaching of the arts and sciences concerned with the built environment.

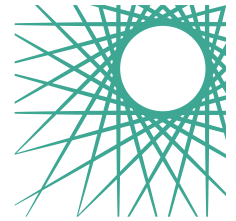
A Fellow shall be a voting member.

Member

4. A Member shall be a person who either shall be a Member at the date of adoption of these Bylaws, or is subsequently admitted as a Member because he:

- (i) at the time of application for admission, shall be actually engaged in a manner satisfactory to the Board, in the construction industry and;
- (ii) shall possess the required academic qualifications of BSc (Hons) or equivalent and;

- (iii) shall have at least two years' approved training and practical experiences as are prescribed by the Board in the Regulation for Members and shall have passed such test of competence as those Regulations shall from time to time prescribe.



A Member shall be a voting member.

Honorary Fellow

5. Honorary Fellows shall be persons who either shall be Honorary Fellows at the date of adoption of these Bylaws or who, by reason of their position or eminence in the arts, sciences or literature, or their experience in matters relating to the built environment entitles them, in the opinion of the Board to be desirable in the interests of the Association and shall be elected as Honorary Fellows of the Association. Such persons shall remain Honorary Fellows at the pleasure of the Board.

Honorary Fellows shall have all the rights and privileges of a Fellow other than voting rights at general meetings. They shall not be required to pay any admission fee or annual subscription.

Graduate Member

6. A Graduate Member shall be a person who either shall be a Graduate Member at the adoption of these Bylaws or shall have passed such examinations and have such approved qualification and practical experience as are prescribed by the Board in the Regulations for Graduate Member of the Association providing application is made within a three year period of completing the qualification/examination.

Associate Member

7. An Associate Member shall be a person who either shall be an Associate Member at the date of adoption of these Bylaws, or shall have passed such examinations and have such approved training and practical experience as are prescribed by the Board in the Regulations for Associate Members and shall be admitted an Associate Member of the Association.

Technician Member

8. A Technician Member shall be a person who either shall be a Technician member at the date of adoption of these Bylaws, or shall have passed such examinations and have such approved training and practical experience as are prescribed by the Board in the Regulations for Technician Member and shall be admitted as a Technician member of the Association.

Student

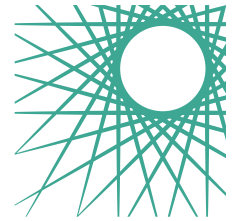
9. A Student shall be a person who either shall be a Student at the date of adoption of these Bylaws or shall have been accepted for or be engaged in or have completed a course of study as prescribed by the Board in the Regulations for Students and shall be admitted a Student of the Association. Student Membership will include a grace period of up to 12 months following the completion of the course of study or once employment has been found whichever comes first.

Approval of candidature

10. The members of the Association shall be such persons as the Board, shall admit to membership in accordance with these Bylaws. Membership of the Association shall be personal to the member and shall not be transferable.

Qualification for membership

11. No persons shall be eligible for admission as a member of the Association, or for transfer from one category of membership to another, unless they have fulfilled all the requirements applicable to the class of membership to which they seek admission as contained in the Bylaws.



Entrance fees and annual subscription

12. An application for membership, or for transfer from one class of membership to another, shall be accompanied by the relevant fee and annual subscription for the time being payable or such part thereof as the Board shall from time to time prescribe.

Application for Membership

13. The form of application for membership, or for transfer from one class of membership to another, and the method of admission to membership, or transfer from one class of membership to another, shall be as the Board may determine from time to time.

Member to continue to satisfy

14. Any member shall satisfy the Board, if required and in such a manner as the Board may from time to time reasonably require, that they continue to be qualified to retain their membership of the Association.

Voting

15. Voting members shall have such rights as the Board may determine from time to time as published in the Regulations including the right to exercise one vote on any matter at a General Meeting.

Fees and subscriptions

16. The Annual Subscriptions for each category of membership and the fees payable by applicants for membership or for transfer from one category of membership to another shall be as such as may be determined from time to time by the Board.

Termination of membership

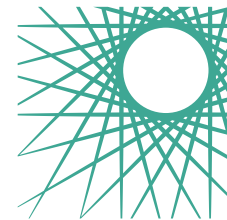
17. Membership shall be terminated by death, resignation, disciplinary action, bankruptcy, non-payment of fees or subscriptions, or mental illness according to the provisions in the Regulations.

Register of members

18. A Register of all members of the Association in addition to the Register of Chartered Building Engineers shall be kept at the office of the Association. Such a Register will show the category of membership to which each and every member of the Association has been admitted. Separate registers shall be kept for the voting member and the non-voting member categories of membership.

Examinations and academic qualifications

19. The Board may conduct assessments, or approve assessments in appropriate subjects to be conducted on its behalf, for approved candidates for admission as members. The Board shall make such necessary arrangements from time to time which shall be published in the Regulations.



GOVERNANCE

The Board of Directors

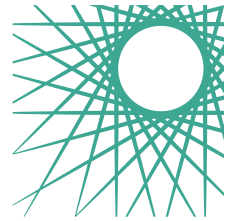
20. The business of the Association shall be managed by a Board elected by the members in general meeting. The first Board members after incorporation shall be those who have been elected to serve on the Board for the period during which incorporation shall take place. They shall hold Office as such until the election and coming into Office of their successors.
21. The Board shall fill any casual vacancies for the remainder of that year which may arise between any two Annual General Meetings.
22. The Board who apart from co-opted members are elected by the voting members of the Association and shall consist of:
- (i) The President (who shall be Chairman)
 - (ii) Two Vice-Presidents
 - (iii) The Immediate Past President
 - (iv) Six other members of the Board
 - (v) Such co-opted members of the Board as the Regulations shall provide up to a maximum of four.
23. The Officers of the Association shall consist of:
- (i) President
 - (ii) Immediate Past-President
 - (iii) not more than two Vice-Presidents

Terms of reference of the Officers will be published in the Regulations.

24. i. A member of the Board shall avoid a situation in which he has, or can have, a direct or indirect interest that conflicts, or may possibly conflict, with the interests of the Association.
- ii. A member of the Board in such a situation shall declare his interest or possible interest at a relevant meeting of the Board or by notice in writing to all other members of the Board.
- iii. The Board shall decide how this conflict shall be managed:
- (a) it can decide that the conflicted person may remain at the meeting, participate in the discussion, and even vote on the matter concerned
 - (b) it can allow the conflicted person to remain but not vote or speak
 - (c) it can require the conflicted person to withdraw from the meeting for the duration of the discussion and the voting on the issue (and not being counted in the quorum for the duration of the discussion and voting).

25. The Board may make from time to time such Regulations as it deems necessary or expedient or convenient for the proper conduct and management of the Association and for the purposes of prescribing conditions of membership, and in particular but without prejudice to the generality of the foregoing, such Regulations may regulate:

- (i) the admission of members to the Association and the rights and privileges of such members and the conditions of membersh
- (ii) the conduct of Chartered Building Engineers in relation to one another and to the Association's employees
- (iii) the procedure at general meetings and meetings of the Board and committees of the Board.



Code of conduct

26. i. The Board may determine and publish from time to time Codes of Professional Conduct and shall require all Registrants to conform to such code.
- ii. The Board shall also provide a disciplinary procedure to apply when any complaint about a Registrant's professional conduct is received, such procedure shall be published in the Regulations.

General meetings

27. There shall be an Annual General Meeting held no more than fifteen months after incorporation and, thereafter, the Annual General Meeting shall be held not more than fifteen months after its predecessor, for election of Officers and Board and for receipt of the Annual Report and Accounts and the conduct of any other business for which notice has been duly given. There may be other general meetings during each year which shall be called by the Chief Executive on the instruction of the Board or at the request in writing of voting members as may be determined in the Regulations.

Quorum

28. No business shall be transacted at any meeting unless a quorum is present. For all purposes the quorum shall be twelve members personally present and entitled to vote.

Poll

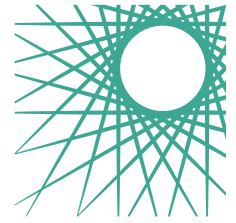
29. The demand for a poll before the poll is taken, may be withdrawn, but only with the consent of the Chairman and a demand so withdrawn shall not be taken to have invalidated the result of a show of hands declared before the demand was made.

Casting Vote

30. In the case of an equality of votes, either on a show of hands or at a ballot or poll, the Chairman of the meeting shall be entitled to a casting vote in addition to any other vote he may have.

Accounts

31. The Board shall cause accountancy records to be kept at such place as the Board shall think fit, and such records shall always be open to the inspection of the Board members.
32. The Board shall determine from time to time whether and to what extent and at what times and places and under what conditions the accounts and books of the Association or any of them shall be opened to the inspection of members not being Board members.
33. At the Annual General Meeting the Board shall lay before the Association an income and expenditure account for the period since the last preceding account together with a balance sheet made up as at the same date. Every such balance sheet shall be accompanied by reports of the Board and the Auditors or Examiners and copies of such accounts, balance sheets and reports (all of which shall be framed in accordance with any legal requirements for the time being in force) and of any other documents required by law to be annexed or attached thereto or to accompany the same shall be sent not less than twenty-one clear days before the date of the meeting to the Auditors or Examiners and to all other persons entitled to receive notices are herein directed to be served.



Audit or examination

34. Once at least in every year the accounts of the Association shall be audited (or examined) and the correctness of the financial statements ascertained by one or more Auditors or Examiners.
35. Auditors or Examiners shall be appointed and their duties regulated in accordance with the provisions of the law. The Auditors or Examiners (who shall be qualified under the law) shall be appointed and their remuneration determined by the Board.

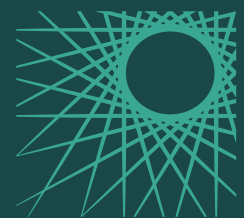
Notices

36. A notice may be served by the Association upon any member, either personally or by sending it through the post in a pre-paid letter, addressed to such member at the registered address as appearing in the list of members or by electronic means as agreed by the member.
37. Any member described in the list of members by an address not within the United Kingdom, who shall from time to time give the Association an address within the United Kingdom at which notices may be served, shall be entitled to have notices served by post at such address but, save as aforesaid, only those members who are described in the list of members by an address within the United Kingdom shall be entitled to receive notices from the Association unless they are to be served electronically.
38. Any notice, if served by first class post, shall be deemed to have been served on the day following that on which the letter containing the same is put into the post, and in proving such service it shall be sufficient to certify that the letter containing the notice was properly addressed and put into the post as a pre-paid letter. Any notice served electronically shall be deemed to have been served within twenty four hours of dispatch.

We're here to help

If you have any queries about the CABE Royal Charter, please contact us. You can also find out further information at cbuilde.com.

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