



INSTITUTE OF NUCLEAR MATERIALS MANAGEMENT MOROCCAN CHAPTER BYLAWS

Article I-Name

The name of this membership organization shall be the "Moroccan Chapter of the Institute of Nuclear Materials Management."

Article II-Purpose

Functioning within the Constitution and Bylaws of the parent organization, the Institute of Nuclear Materials Management, this Chapter is formed to provide:

- a. support for the purposes of the parent organization at the regional or institutional level, and providing leadership candidates to the parent organization.
- b. participation at a regional level in the activities of the INMM by those members in good standing of the parent organization.
- c. the promotion of research in the field of nuclear materials management.
- d. the increase and dissemination of nuclear materials management knowledge through meetings and professional contacts.

Article III-Headquarters

Headquarters of the Chapter is located in National Center for Nuclear Energy, Sciences and Technology (CNESTEN):

Centre National de l'Énergie des Sciences et des Techniques Nucléaires
B.P.1382 R.P. 10001
RABAT
MOROCCO

Article IV-Membership

Membership in the organization is open to qualified individuals who are active in nuclear materials management and related fields. Any reputable association, institution, or corporation, or subdivision of any such, may become a Sustaining Member of the chapter under the conditions and with the rights specified in the Bylaws.

Section 1. Members

A Member, at the time of admission, shall either:

1. Have a university degree in a subject relevant to nuclear materials management, and shall be employed in a position related to the management of nuclear materials and related fields, or
2. Have been engaged in the practice of nuclear materials management long enough to have demonstrated competence and understanding of a professional nature.

Section 2. Sustaining members

- a. Governmental agencies, educational and research organizations, and other collective groups who share the objectives outlined in Article II and desire to make financial contributions on an annual basis to encourage and sustain the endeavors of the chapter in meeting its objectives may, upon approval of their application, be recognized as Sustaining Members.
- b. Each Sustaining Member shall designate and be represented by an individual employed by or associated with it who is also qualified under Article III; and such individual shall, on behalf of the Sustaining Member, have all the rights and privileges of a Regular Member.

Article V—Officers

The Officers shall be a President, Vice President, Secretary, and Treasurer, all of whom hold membership in the INMM.

There shall be an Executive Committee which shall be composed of the officers of the Chapter, and three (3) members-at-large elected from the membership.

All Officers of the chapter and the three Members-at-large of the Executive Committee elected from the chapter membership shall be elected by ballot.

Section 1. Nomination

a. The Secretary shall open nominations for candidates for each of the offices of President, Vice President, and Treasurer; and each of the other elective positions on the Executive Committee from the 15th through the 30th of September of each year.

b. Each member of the chapter may nominate one person for each of the chapter officer positions and three persons for the members-at-large positions.

c. The chapter Secretary shall furnish to the Executive Committee by October 15, of each year the names of one or more Members candidates for each of the offices of President, Vice President, and Treasurer; and each of the other elective positions on the Executive Committee. No individual Member shall be nominated for more than one elective office or position in any one election.

Section 2. Election

a. The Secretary shall mail a ballot, or provide electronically for ballot, by October 16 the names of the candidates and the offices or positions to which they have been nominated to each Member in good standing. For the mailed ballot, the Secretary shall supply with the ballot an envelope within which the marked ballot shall be sealed. The sealed envelope shall be signed by the Member and returned to the Secretary by October 30.

b. If votes are cast for more than two candidates for a given Officer position and if no candidate receives a majority of the votes, then a special election shall be held in which the two candidates who received the highest number of votes in the first election shall be the candidates for the special election. The candidate receiving the vote of a majority of those voting in the special election shall be elected. Members-at-large shall be elected by a plurality.

c. After the election each year, the President of the chapter shall call a meeting of the Executive Committee, at which time the newly elected Members of the Committee shall meet with the out-going Members to arrange for the transfer of responsibility for each office and elective position by October 30 of that year.

d. The Secretary shall notify each Member in good standing of the results of the election by November 1 of each year.

Section 3. Duties of officers

The duties of the Officers shall be those customarily performed by such officers together with those specifically mentioned in these Bylaws.

a. The President shall preside at all general chapter meetings and all meetings of the Executive Committee, and shall perform all duties customarily pertaining to that office.

b. The Vice President shall assist the President in all matters referred and, in the absence of the President, shall perform all of the duties of that office.

c. The Secretary shall keep a record of the proceedings of the chapter and shall serve as Secretary of the Executive Committee. The Secretary shall also:

1. Provide periodic reports, as requested, to the Executive Committee of the parent organization
2. Give due advance notice of all meetings of the chapter to each Member.
3. Send to each Member ballots for the election of Officers and other elective positions and for proposed amendments to the Bylaws.
4. Notify each Member of the results of elections and of the voting on proposed amendments.
5. Record the names of new Members on the roll of Members and advise new Members of their acceptance into membership.

6. Perform such other duties as the office shall require or shall be assigned by the Executive Committee.
 7. Surrender to a successor all books, records, correspondence and documents of the chapter.
- d. The Treasurer shall collect, manage, and disburse the funds of the chapter, and prepare annual budget. Approval by the Executive Committee of the chapter annual budget, and any revisions to that budget during the operating year, shall constitute authority to the Treasurer to disburse appropriated funds. The Treasurer shall also:
1. Maintain the financial records of the chapter.
 2. Assure that the financial accounting is consistent with generally accepted accounting practices.
 3. Present a Financial report to the Executive Committee at the end of each fiscal year and at other times as requested by the chair of the Executive Committee.
 4. Annually, provide for a notice of dues payable to be issued to each Member.
 5. Perform such other duties as the office may require or as assigned by the Executive Committee.
 6. Surrender to a successor all funds and property of the chapter.
 7. Provide an annual financial report to the Executive Committee of the parent organization.

Article VI-Meetings

Section 1. General meetings

There shall be at least one general meeting of the chapter each year. The Executive Committee shall determine the date and place of meetings. The order of business shall be established by the President. A quorum shall consist of the Members in attendance.

Section 2. Executive committee meetings

The Executive Committee shall meet at least twice each operating year upon due notice to its Members at the call of the President, or upon the written request of a majority of the Members of the Committee directed to the President. In the absence of a quorum, which shall be five Members of the Executive Committee, called meetings of the Executive Committee shall adjourn. In the absence of both the President and Vice President at an Executive Committee or chapter meeting, the Executive Committee shall elect a Member present to preside. If action is required on a resolution between established meetings, the Executive Committee may be polled by email. The results of the voting must be confirmed and recorded in the minutes at the next Executive Committee meeting and, if other than unanimous, yea and nay voters identified. The Secretary shall send a notice of each meeting to every Member at least four (4) weeks in advance of such meeting.

Article VII- Dues

There is no required dues for membership.

Article VIII-Amendments

- a. This Constitution may be amended by the consent of two-thirds of those members voting on a ballot sent by the Secretary to each member in good standing.
- b. Proposed amendments may be originated by:
 1. The Executive Committee upon approval of the proposed amendment by a majority of the members of that committee.
 2. Three (3) members in good standing who submit a proposed amendment in writing over their signatures to the Secretary.
- c. The Secretary shall send each member in good standing a copy of the proposed amendment along with the ballot referred to in Section 1 of this Article.
- d. The Secretary shall notify each member of the results of the voting on a proposed amendment.
- e. Amendments to chapter bylaws also require approval by the Executive Committee of the parent organization.

**INSTITUTE OF NUCLEAR MATERIALS MANAGEMENT
MOROCCAN CHAPTER CONSTITUTION**

Minutes of the first meeting:

Date of Meeting: February 23, 2011

Agenda:

- a) Approval of the MOROCCAN CHAPTER CONSTITUTION
- b) Election of Officers

Participants:

1. *Itimad SOUFI*
2. *Ahmed BOUFRAQECH*
3. *Ali JIBRE*
4. *Abdeljalil JRAUT*
5. *Bouzekri NACER*
6. *Chafik EL YOUNOUSSI*
7. *Bilal EL BEKKARI*
8. *Yassine BOULAICH*

The MOROCCAN CHAPTER CONSTITUTION was approved unanimously.

Elected officers:

For the first election of the officers, it was in a plenary session and all the officers were elected unanimously.

President: Ahmed BOUFRAQECH

Vice-President: Ali JIBRE

Secretary: Bouzekri NACIR

Treasurer :Bilal EL BAKKARI

Members of the Executive Committee:

Itimad SOUFI

Abdeljalil JRAUT

Chafik EL YOUNOUSSI