

# The Institution of Engineers (India)

**IM**

Established : 1920; Incorporated by Royal Charter 1935

An ISO 9001:2008 Certified Organisation

8 GOKHALE ROAD, KOLKATA 700 020

Phone : (91) (033) 40155400; Fax : (91) (033) 22238345; e-mail : membership@ieindia.org

## **PRIVILEGES OF INSTITUTIONAL MEMBERS**

1. IEI has forged partnership with the globally renowned journal publishing house: SPRINGER. Institutional Members are entitled to enjoy free e-access to IEI Journals by logging in through [www.ieindia.org](http://www.ieindia.org)
2. Technical collaboration and sponsorship for arranging technical seminars/symposia/workshops etc.
3. Institutional Members may avail the opportunity for R&D grant from IEI.
4. Five Library Cards of IEI libraries without payment of any fees, (Security deposit however, is applicable);
5. Participation of two representatives of Institutional Member in International activities organized by IEI across the country at a concession of 50% in Registration fee.
6. Participation of Deputed Staff (both Engineering and Managerial) in Seminars/Symposia/Workshops at a concessional rate of 20% as offered to regular Corporate Members.
7. Concession of 5% in the rate for advertisement in the Institution Publication provided these are sent directly to the Institution.
8. Use of Institution Premises for Technical / Academic purpose on payment of fee to be fixed by the State / Local Centre;
9. Facility of IEI guest room accommodation to Managerial / Technical Staff at rates fixed by the State / Local Centre;

## **IMPORTANT INFORMATION AND INSTRUCTIONS**

### **1.0 ELIGIBILITY :**

The Council of The Institution of Engineers (India) may, at its discretion, attach to the Institution as an Institutional Member any Public or Local Body, Registered Company or Firm, or an individual who may desire to be so attached.

### **2.0 FEE PAYABLE ALONG WITH APPLICATION :**

The Life Institutional Membership Fee is ₹ 1.5 lacs + 15% Service Tax = ₹ 1.725 lacs only. Institutional Membership (IM) against this fee will be valid for life and no annual subscription will be required to pay in future.

Payment should be made by At Par Cheque/Demand Draft drawn in favour of 'THE INSTITUTION OF ENGINEERS (INDIA)', payable at Kolkata.

### **3.0 ACKNOWLEDGEMENT FOR RECEIPT OF PAYMENT :**

*Through IVRS:*

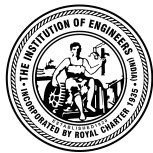
Receipt of money may be ascertained through our Interactive Voice Response System (IVRS). To receive the acknowledgement, applicant should dial **(033) 40155400** and follow the instructions as sounded by the system.

### **4.0 INTIMATION OF THE STATUS OF APPLICATION :**

The processing of application for enrolment normally takes one month time after receipt of the application. The list of Institutional Member is available at our website [www.ieindia.org](http://www.ieindia.org). To know the membership number of Institutional Membership (after allowing the usual processing period) please visit [www.ieindia.org](http://www.ieindia.org) and click on the Institutional Member under 'Membership' tab on the home page. In case of further query/clarification, applicant may feel free to contact the Membership Department in the headquarters through the email ID: [membership@ieindia.org](mailto:membership@ieindia.org). Please quote the phone number of the contact person and DD number of remittance in all such communication.

### **5.0 OTHER INFORMATION :**

- (1) It is advisable to keep the photo copies of the filled in application form along with the demand draft and documents attached therewith for information and future reference.
- (2) Complete application form duly signed by the contact official/authorised person should be sent to the headquarters of the Institution at 8 Gokhale Road, Kolkata 700020.
- (3) Post enrolment documents viz. Letter of Election, IM Certificate, Money Receipt etc. will be sent to the designated contact official/authorised person as mentioned in the IM application form.
- (4) No request for change in name is entertained after election.
- (5) Final decision on every application rests with the Council of IEI only. The decision is final and binding on the applicant.



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## Details of Applicant for Institutional Membership :-

Name of the organistaion/institute : \_\_\_\_\_

Address : \_\_\_\_\_

Pincode :

## Details of Contact official/authorised person :-

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

Tel (O) : \_\_\_\_\_

Tel (R) : \_\_\_\_\_

E-mail : \_\_\_\_\_

Mobile : \_\_\_\_\_

## Details of Payment :-

Demand Draft No.

Dated .....

Amount ..... Drawn on .....  
(Name of the Bank and its Branch)

I/We \_\_\_\_\_

desire to be attached as Life Institutional Member of the Institution of Engineers (India), in accordance with the Charter of Incorporation and the Bye-laws as they now stand or as they may hereafter be legally altered.

Date : \_\_\_\_\_

Signature and stamp of Contact  
official/authorised person

## FOR OFFICE USE ONLY

Application Deposit Rs. ....

Application Regn. No. ....

Recd. on ..... Sign .....

Regd. on .....

Signature .....

Membership No. ....

The applicant fulfils the conditions of Bye-laws.  
The application may be approved for Life  
Institutional Member.

for Secretary & D. G.