



INDIVIDUAL MEMBERSHIP POLICY

I. INTRODUCTION

1. Transparency International Bangladesh (TIB), the accredited national chapter of the Berlin-based Transparency International is an independent, non-government and non-partisan organization with a mission of catalyzing a sustained and effective demand and a social movement in Bangladesh against corruption. TIB is committed to the:
 - **vision** of Bangladesh in which government, politics, business, civil society and the daily lives of the people are free from corruption;
 - **core values** of democracy, justice, rule of law, transparency, accountability, integrity, courage and equal right of every individual irrespective of age, sex, religion, culture, ethnic origin or any other marker of identity; and
 - **mission** to catalyze and strengthen a participatory social movement to promote and develop institutions, law and practices for combating corruption in Bangladesh and establish an efficient and transparent system of governance, politics and business having regard to gender equality and a policy of non-discrimination.

II. GUIDING PRINCIPLES

2. This Individual Membership Policy is approved by the Board of Trustees in its 87th meeting held on 19 April 2016. In addition to the provisions of this policy, individual membership of TIB is guided by TIB's objectives, principles, spirit, policies and rules embodied in the following:
 - a. Trust Deed,
 - b. Governance Manual,
 - c. Code of Ethics,
 - d. Gender Policy,
 - e. Partnership Policy,
 - f. Informational Disclosure Policy,
 - g. Commitments and constraints under relevant project documents, and
 - h. Any other relevant policies and rules of TIB.

III. INDIVIDUAL MEMBERSHIP OF TIB

3. TIB believes that anti-corruption movement can sustain only with the ownership and participation of people. TIB's Individual Membership programme is therefore expected to strengthen and enrich the anti-corruption movement with the participation of competent and dedicated individuals of integrity from diverse backgrounds. TIB is committed to upholding the highest standards of organizational credibility which is possible only when everyone associated with it including Individual Members are fully committed to the principles and rules embodied in documents listed under para 2 above.
4. The term 'Individual Membership' (IM) indicates the status of an individual whose application for the 'TIB Individual Membership' through due process described below has been approved by the Board of Trustees and who has consequently paid the Individual Membership fees.
5. With the adoption of this policy, individual(s) referred to as "Member(s) of TIB" or "TIB Member(s)" shall be known as Individual Member(s) (IM) of TIB of the types described below.

IV. ELIGIBILITY AND DISQUALIFICATION

6. Any individual who is a Bangladeshi citizen can apply for IM of TIB irrespective of religion, sex, caste, ethnicity, community, practices, beliefs, occupation or any other marker of identity.
7. The applicant must be above 25 years and below 75 years of age and at least achieved graduation degree or equivalent in any discipline.
8. **An applicant for IM of TIB shall be expected to have:**
 - a. Strong and unqualified commitment to the cause of anti-corruption movement in Bangladesh and to the mission, core values and vision of TIB, and compliant with the Guiding Principles described under item 2 above;
 - b. A person of high integrity and honesty free from any allegation of corruption;
 - c. Conscious, enlightened, tolerant, balanced, proactive, patriotic and optimistic about the future of Bangladesh;
 - d. Committed to be involved with TIB on a fully voluntary basis;
 - e. Politically non-partisan, having no direct or formal involvement in partisan political activity and have the proven capacity to ensure that political and/or other likings and disliking would not be brought to affect the affairs of TIB;
 - f. Involved in bona fide legal activities, living on legal income from a known source and ready to disclose all source of income and assets; and
 - g. Regular income tax payer having a Tax Identification Number.
9. **An individual shall be considered disqualified to become a IM of TIB if s/he is:**
 - a) Known to have any record of involvement in corruption;
 - b) Convicted of any criminal offence involving moral turpitude;
 - c) Actively involved in any party politics;
 - d) Guilty of default of any public dues determined by a court of law;
 - e) Less than 25 years or more than 75 years of age; and
 - f) An immediate family member of the incumbent executive director of TIB.

V. ROLES AND ENTITLEMENTS OF INDIVIDUAL MEMBERS

10. IMs of TIB, as one of the strongest pillars of strength and support of TIB, will:
 - a. Uphold the vision, values, mission and Code of Ethics of TIB and engage actively in the social movement against corruption as IM of TIB as well as in their personal and professional capacity;
 - b. Take active part in TIB activities designed for IMs in order to implement project(s) undertaken with the support and approval of relevant authorities;
 - c. Propose specific activities consistent with and complementary to on-going project(s) of TIB and with vision, values and mission of TIB for implementation by themselves with the support of TIB within the resources and capacity of TIB.
 - d. Take active part in Annual Meetings of IM, Quarterly IMs' Days and any other activities that may be organized to engage them in TIB's work from time to time;
 - e. Review and assess various programmatic reports and/or annual audited financial reports to be presented by TIB during activities described under item 10(d) and provide comments, suggestions and recommendations for TIB's consideration within its capacity and resources;
 - f. Select one IM by majority vote of IMs through direct ballot or by circulation to be represented in the General Assembly of TIB for a non-renewable term of two years; and
 - g. Play any other role to be designated by TIB management subject to the policy guidance provided by the Board of Trustees.

11. IMs of TIB shall be entitled to the following:

- a. Receive regular IEC and promotional materials of TIB;
- b. Attend various public events organized by TIB upon invitation/notice;
- c. 30% discount on all TIB's publications;
- d. Use TIB's Library & Documentation Centre as per relevant rules; and
- e. Any other entitlement consistent with relevant policies and/or manuals of TIB.

12. The status of IM and entitlement thereof shall not be transferable.

VI. TYPES OF INDIVIDUAL MEMBERSHIP AND APPLICABLE FEES

13. Subject to due processing of application for IM and approval of the same by the Board of Trustees, the status of IM will be granted to an applicant on payment of IM fees at the following rates:

No.	Types of IM	Induction Fee	Annual Renewal Fee
1.	Annual IM (renewable annually)	Taka 200/=	Taka 200/=
2.	IM for life: Only in exceptional cases at the discretion of the Board of Trustees.	Taka 20,000/=	Not applicable

14. The Board of Trustees will review the rates of fees of IM from time to time. In case of any change in the rates, the IMs will be notified at least 3 months before the amended rates are applicable. The Board may also waive IM fees on a case-by-case basis.

VII. INDIVIDUAL MEMEBERSHIP APPLICATION PROCEDURE

15. Application in prescribed form for IM duly filled up has to be submitted to TIB management. Such applications can be submitted in person, conventional mail, email/fax or online through TIB website.
16. The TIB management shall duly verify the credibility and veracity of the information and submit to the Board of Trustees for its consideration. In course of verification of information the applicant will be under obligation to cooperate with TIB and submit any document(s) that may be required by the TIB management.
17. The Board of Trustees will evaluate the applications submitted by the management at its meeting and approve the same as applicable. The Board retains the authority to accept or reject any application.
18. The candidate whose application has been approved by the Board, will be notified through a letter of confirmation. Within 6 weeks of receipt of the letter of confirmation the applicant will pay to TIB the relevant IM fees by cash or crossed cheque in favour of Transparency International Bangladesh. Subject to confirmation of receipt of fees in writing, the applicant will be considered to have become IM of TIB.
19. The candidate whose application for IM cannot be approved by the Board shall have the right to know the reason subject to the relevant provisions of TIB's Information Disclosure Policy.

VIII. SUSPENSION OF INDIVIDUAL MEMBERSHIP

20. The status of IM shall be suspended if and when an IM becomes TIB as a paid staff. S/he can resume as IM after having separated from the position of staff, unless separation has taken place on a disciplinary ground.

IX. TERMINATION OF INDIVIDUAL MEMBERSHIP

21. The status of IM shall be deemed terminated if an IM has:
- a. failed to uphold the Code of Ethics and other guiding principles of TIB;
 - b. failed to pay IM fees for a period of 6 weeks in case of induction and 90 days since the due date of renewal;
 - c. not attended without prior intimation of the reason for absence 3 (three) successive events/activities to which IMs were invited;
 - d. voluntarily submitted resignation in writing to TIB management due to her/his own consideration;
 - e. died, or any of the disqualifications listed above in paragraph 9 has become applicable;
 - f. failed to ensure that her/his partisan political and/or other likings and disliking is not brought to affect the affairs of TIB; and
 - g. found to have used, or tendency to use, the status of IM of TIB for personal benefit.
22. All termination of the status of IM except in case of death and voluntary resignation shall be effective subject to a decision to this effect taken by the Board of Trustees. Such Board decision shall be preceded by the following process:
- a. A show cause notice in writing to be issued by the management giving specific reason for possible termination with a notice period of 15 (fifteen) days for self-defense and an additional period of 30 days for appeal to TIB Ombudsman, if desired;
 - b. If the management/Ombudsman is satisfied with the explanation provided by the IM the matter will be closed. If not, the matter shall be placed to the Board.
 - c. The decision taken by the Board of Trustees shall be deemed as final and not subject to any further appeal.
23. An IM, whose membership has been terminated or is suspended, shall not have any claim of any nature against the organization or Trustee Board.

X. COMPENSATION

24. TIB IMs are involved in TIB on a voluntary basis, and therefore not entitled to any form of salary, honoraria or compensation. Reimbursement of costs their participation in activities organized by TIB or IMs shall be applicable on a cases by case basis as per relevant rules.
25. No portion of the assets, income or any other funds of TIB shall accrue any private or personal benefit of any IM or any immediate family member thereof, who shall also not be entitled to any form of gainful employment in TIB.

XI. EFFECTIVE DATE & AMENDMENTS

26. This Individual Membership Policy is approved by the Board of Trustees of TIB as amended in view of the adoption of the Rules of Business of the General Assembly of TIB at the 90th meeting held on 21 December 2016. The policy shall be in force with immediate effect, provided that the same or any part thereof may be altered, modified, omitted or added to by the Board at any point of time.

Amended at the 90th meeting of the Board of Trustees of TIB, held on 21 December, 2016.



Advocate Sultana Kamal
Chair, Board of Trustees
Transparency International Bangladesh