



Agenda

I F F T I
INTERNATIONAL FOUNDATION OF FASHION TECHNOLOGY INSTITUTES

AGENDA OF 45TH ONLINE EXECUTIVE COMMITTEE MEETING

Notice for the 45th Online Executive Committee meeting was issued via IFFTI Secretariat mail dated 18th March 2020. The meeting will be held at 07:00 hours GMT on Tuesday 24th March 2020.

CHAIR: Prof. Robyn Healy

SECRETARY GENERAL: Commodore Vijay Chaturvedi (Retd.)

1	Welcome		
	<p>For adoption The minutes of the 44th meeting of the Executive Committee circulated. Members will be invited by the Chair to advise any amendments prior to confirmation of the minutes.</p> <p>Motion: <i>“That the minutes of the 44th meeting of the Executive Committee held on 13th February 2020 be adopted as a true and accurate record.”</i></p>		
2.	CHAIR		Prof. Robyn Healy Secretary General
	2.1	Impact of COVID- 19, changing role of IFFTI during these times Impact of future meetings and conferences with continuing travel restrictions Importance of developing communication i.e online IFFTI groups	
	2.2	Opportunity to share resources/courses between IFFTI members	
	2.3	Management of events planned for Kent Conference- IFFTI Initiatives; Awards; Papers and non-papers; Student Competition.	
	2.4	Review of current policies- feedback requested	
	2.4.1	Rules and Regulations	Attachment A
	2.4.2	Election Bye Laws	Attachment B
	2.4.3	Selection of new members’	
	2.4.4	Circulation of messages	
	2.5	Specific role of each Executive Committee member	
	2.6	Brand Image	
	2.6.1	Proposal to launch the new Brand Image of IFFTI	
	2.7	Conference Framework	
	2.7.1	Discuss different models	
	2.8	Regional meetings	
	2.8.1	Financial support to be provided.	
3.	Research Sub-Committee		Prof. Anthony Kent
	3.1	Mentoring Program	
	3.2	Guidelines for Conference	
	3.3	Special Edition of e-Journals	
4.	Membership Sub-Committee		Prof. Margo Barton
	4.1	Document specifying IFFTI Membership Benefits	



Agenda

	4.2	Name of the established Institute which will make a presentation at EWHA conference.	
	4.3	Membership benefits documents for consideration	
	4.4	Separation -Middlesex University, UK and Kingston University, UK have suspended their IFFTI Membership	
	5	Education Initiative Sub-Committee	Mr. Robert Ott
	5.1	Mobility Initiative	
	5.2	Expertise Bank	
	6	Finance Sub-Committee	Prof.Nandita Abraham
	6.1	Balance Sheet as at 31 st December 2019.	Attachment C
	6.2	Statement of accounts from 01 January 2019 to 31 st December 2019.	Attachment D
	7.	Venues	Prof. Robyn Healy
	7.1	Nottingham Trent University, UK have offered to host the 2022 Conference.	
	7.2	Pearl Academy, New Delhi, India and UID, Ahmedabad India have offered to host the 2023 Conference.	
	7.3	It is proposed to conduct the 46 th Executive Committee meeting at AMD Akademie Mode & Design Germany between 2 nd and 6 th November,2020	
	7.4	Recent and Future Venues	Attachment E

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INTERNATIONAL FOUNDATION OF FASHION TECHNOLOGY INSTITUTES
(IFFTI)

RULES AND REGULATIONS

1. SHORT TITLE

These Rules and Regulations may be called the Rules and Regulations of **International Foundation of Fashion Technology Institutes. (IFFTI)**

2. INTERPRETATION

The words in these Rules and Regulations (hereinafter referred as **The Rules**) have the same meaning as in the Memorandum of Association and in the interpretation of the Rules, the following words and expressions shall have the meanings as under, unless such meaning is excluded by the subject or context:

- (a) **Annual subscription** shall mean an annual subscription payable to the Foundation by a member in accordance with these Rules.
- (b) **Bye-laws** shall mean the Bye-laws for the time being made in accordance with these Rules.
- (c) **Committee** shall mean the Executive Committee of the Foundation for the time being.
- (d) **Council** shall mean the General Council of the Foundation, comprising of all the member institutions of the Foundation.
- (e) **Foundation** shall mean "International Foundation of Fashion Technology Institutes" (IFFTI).
- (f) **General Meeting** shall include the Annual Meeting of the General Council and any Special Meeting of the General Council.
- (g) **Rules** or the **Rules & Regulations** shall mean the Rules & Regulations of the Foundation for the time being.
- (h) **Society** shall mean "International Foundation of Fashion Technology Institutes" (IFFTI).
- (i) **Year** shall mean year commencing from 1st January and ending with 31st December of the each year.

3. MEMBERSHIP

- (a) Membership of the Foundation shall be open to an institution which subscribes to the objects of the Foundation.
- (b) The Regular Membership of the Foundation shall be open to all Fashion Education Institutions, who meet such criteria and comply with such other requirements, as may be laid down by the General Council from time to time. Every Regular Member shall have a voting right.
- (c) The Foundation may have such other classes of membership, fulfilling such criteria as may be decided by the General Council, provided that any such class of membership shall not have any voting rights. The membership of such classes shall, however, carry such other rights and privileges, as may be granted to the respective classes by the General Council.
- (d) Every application for membership shall be endorsed by at least one existing Regular member, unless General Council exempts any class of membership from this requirement.

- (e) Any institution which is eligible for the membership of the Foundation in terms of the By-laws may on the recommendation of the Executive Committee and on satisfaction by the General Council, that such institution is fit and proper to become a member, shall be admitted to the membership of the respective class.
- (f) The General Council shall have the absolute right to determine the admission of any institution as member thereto. It may in its discretion accept or reject any nomination or application for membership of any class and the reasons for such refusal/rejection shall be communicated to the applicant.
- (g) The General Council may provide for additional qualifications to be fulfilled for admission to each class of membership in the Bye-laws to be framed by it.
- (h) The Bye-laws to be framed by the General Council shall also provide for the names of members to be recorded in Register of Members and may specify the procedure to be adopted in respect of such register.
- (i) Membership of the Foundation shall not be less than seven.

4. ADMISSION FEE

The Foundation may require new members to pay Admission Fee, which shall be such sum as shall be determined from time to time by the General Council.

5. ANNUAL SUBSCRIPTION

- (a) Every Member shall be obliged to pay an annual subscription in respect of every year of membership which shall be such sum as shall be determined from time to time by the General Council.
- (b) The Annual Subscription shall be payable every year from 1st January to 31st December and shall be payable in advance.
- (c) The Annual Subscription shall become due on 1st January and shall be payable within 60 days of its becoming due.

6. ADMISSION TO MEMBERSHIP & PERIOD OF MEMBERSHIP

- (a) The Bye-laws, to be framed by the General Council, may prescribe the criteria and the procedure to be adopted for admission of Institutions to any class of membership of the Foundation, may determine the manner in which any admission fee or annual subscription due is to be paid and may impose such other requirements as to the observance of the Rules & Regulations and Bye-laws of the Foundation, as the Council may think fit.
- (b) Each member shall continue to be entitled to membership of the Foundation only for so long as the member shall comply with the Rules & Regulations and Bye-laws of the Foundation and with the applicable conditions of and qualification for membership and shall pay such annual subscriptions and other fees (if any) appropriate to the member's particular class of membership as shall for the time being be prescribed by or in accordance with these Rules & Regulations.

7. CESSATION OF MEMBERSHIP

- (a) An Institution shall cease to be a member of the Foundation:
 - (i) on tendering the resignation in writing to the Chairperson of the Foundation; or
 - (ii) on its winding up; or

- (iii) if the member institution or its representative is found to conduct itself / himself / herself in a manner unbecoming of a member of the Foundation by the General Council or a Disciplinary Committee, if any, constituted by the General Council under the Bye-laws or otherwise.
 - (iv) if the member fails to pay the annual subscription within ninety days after it has fallen due (unless a further time or exemption is granted by the Council), for two successive years and has been notified about the same.
 - (v) The General Council may at its sole discretion and on and subject to such terms and conditions as the Council may, in its sole discretion consider appropriate, readmit any member whose membership has been terminated pursuant to this Rule.
- (b) In case of termination of membership of a member, such member shall be communicated the reasons for termination in writing.

8. GENERAL COUNCIL

(a) Status and Powers

The General Council shall be the supreme body of the Foundation and shall be vested with all such powers which are vested in the Foundation by the Memorandum of Association and all such powers which are expressly or impliedly vested in the General Council by these Rules. The General Council may, from time to time, delegate such of its powers to the Executive Committee, or a Sub-Committee constituted by it and comprising such members as it may decide, or directly or indirectly through the Executive Committee to the Secretary of the Foundation.

(b) Constitution

The General Council shall comprise all the Institutional Members of the Foundation. Such Institutional Members shall be represented in the General Council by their suitable authorized representatives.

(c) Voting Rights

- (i) Each 'Regular' Institutional Member shall have one vote at any General Meeting of the Foundation.
- (ii) However, an Institutional Member who is in default for a period in excess of 60 days in respect of any financial liability of the Foundation whether for payment of its annual subscription or otherwise shall not be eligible to vote.
- (iii) An Institutional Member is entitled to be present and vote through such authorized representative, meeting such criteria as may be laid down in the By-laws made by the General Council in this behalf.

(d) Annual General Meeting

An Annual General Meeting (hereinafter referred to as AGM) shall be held within six months from close of each financial year to transact the following business namely:

- (i) To adopt the Annual Report of Executive Committee on the affairs of the Foundation.
- (ii) To adopt the Audited Annual Accounts of the Foundation
- (iii) To elect members of the Executive Committee whenever elections are due.
- (iv) To discuss about inclusion of the important items in agenda for the next meeting.
- (v) To consider, with permission of Chair, any other matter which may be given notice of by any member or brought forward at the meeting.

(e) Special General Meeting

All meetings of the General Council other than AGM shall be called Special General Meetings.

The Chairperson

- (i) may, whenever he thinks fit; and
- (ii) shall within 120 days after the receipt of a requisition in writing signed by or on behalf of five members or one tenth of the total number of members entitled to vote at a General Meeting of the Foundation, whichever be more, convene a Special General Meeting of the Foundation.

(f) Notice of Meeting

A notice of any General Meeting of a Foundation shall be issued to all members of the Foundation, who are eligible to vote at a General Meeting. However, any inadvertent omission to give notice to any member or non-receipt of notice by any member shall not invalidate the proceedings of the meeting.

(g) Contents of Notice

The notice shall specify the date, time, venue and agenda of the meeting and contain a statement of the business to be transacted at the meeting.

(h) Length of Notice

A meeting of the General Council may be called only after giving not less than one months notice in writing to all members of the Council. However, an emergency meeting may be called with a shorter notice by the Chairperson.

(i) Service of Notice

Notice may be served on any member by post or fax or email and such notice shall be deemed to have been served at the time when the same shall be dispatched.

(j) Quorum

Except as otherwise provided herein, no business shall be transacted at any General Meeting unless there be personally present at the time when the meeting proceeds to business, a quorum of at least 5 members or 1/3rd of the total strength, whichever be more.

If within 30 minutes from the time appointed for any General Meeting such quorum be not present, the meeting

- (i) if convened upon the requisition of members in accordance with Rule 8(e)(ii) hereof, shall stand dissolved ; and
- (ii) in any other case, shall stand adjourned to one hour on the same day at the same place.

If within 30 minutes from the appointed time for the meeting, adjourned pursuant to this rule, the quorum is not present, the members present, if two or more in number, shall be deemed to constitute a quorum.

(k) Meeting to be presided by

Every meeting of the Foundation shall be presided over by the Chairperson, and in his/her absence, the meeting shall be presided over by the Deputy Chairperson, and if he too is not present, then one of the members of the Executive Committee present at the meeting.

The Chairperson of any General meeting may in his / her sole discretion, decide the order in which the business of the General Meeting is to be transacted.

(l) Decision at the Meetings

At every General Meeting, a resolution put to vote at the meeting shall be decided by consensus and if, for certain reasons, the consensus is not possible then by polling. In case of difference of opinion amongst the members, opinion of the majority shall prevail.

(m) Declaration by Chairperson to be conclusive

A declaration by the Chairperson of the Meeting that a resolution has been carried or carried unanimously, or by a particular majority or lost shall be conclusive and an entry to that effect in the books of the proceeding of the Foundation shall be conclusive evidence thereof without proof of the number or proportion of the votes recorded in favour of or against such resolution.

(n) Casting Vote

In case of an equality of votes at any General Meeting, the Chairperson of the meeting shall be entitled to a further casting vote in addition to the vote to which he / she is entitled as member.

(o) Member Secretary General

The Secretary General of the Foundation shall be non-voting ex-officio Member Secretary General of the General Council.

9. CONFLICT OF INTEREST

A member of the General Council shall disclose any conflict of interest or any duality of interest, and this shall be recorded in the official minutes of the meeting.

10. EXECUTIVE COMMITTEE

(a) Minimum and Maximum Strength

The total number of members of the Executive Committee shall at any time be not less than six and not more than twenty unless otherwise determined by the General Council of the Foundation.

(b) The First Office-bearers/Members

The first office Bearers/Members of the Executive Committee shall be as set out in the Memorandum of Association of the Foundation.

(c) Composition

The Executive Committee shall be composed in the manner given below:

- (i) **Regional Members:** Representatives from the geographical areas will be members of the Executive Committee in the following ratio:-

- a) Americas – 3
- b) Europe – 4
- c) Asia – 4
- d) Oceania - 3

These members are to be elected by 'Regular' IFFTI Members from their respective regions.

- (ii) **Chairs of Sub Committees:** The Chairpersons of the Sub-Committees convened by the Executive Committee to undertake special tasks. These Chairpersons will be nominated by the Executive Committee.
- (iii) The nominee of the member institution hosting the next Annual Conference shall be Ex-officio member of the Executive Committee, if that institution is not already represented in the Executive Committee.
- (iv) The Executive Committee may co-opt not more than two members as Executive Committee Members, on such terms and conditions and for such periods not exceeding in any case more than one year at a time, as may be thought fit by the Committee.
- (v) A Chairperson, elected by the Executive Committee from amongst the members of the Executive Committee.
- (vi) A Deputy Chairperson, elected by the Executive Committee from amongst the members of the Executive Committee.
- (vii) The outgoing Chairperson may be additionally co-opted as the Member of the Executive Committee by the Executive Committee for such tenure as the Committee may deem proper provided that such an arrangement does not entail any financial implications for the Foundation.
- (viii) Each nominee of a member institution, on the Executive Committee shall meet the qualifications and criteria for being the authorised representative of the member institution represented, as laid down in the bye-laws made by the General Council for representing in the General Council Meetings.
- (ix) A nominee shall continue in the office at the pleasure of the nominating institution. The nominating member institution shall be at liberty to revoke the nomination and nominate another person in his place any time.
- (x) The Secretary General of the Foundation shall be non-voting Ex-officio Member-Secretary on the Committee.

(d) Tenure of Office and Retirement

- (i) The Regional members and Chairs of Sub-Committees shall hold office for a period of 4 years each time. The retirement of Executive Committee members will be staggered to provide continuity. Accordingly, changes in the Executive Committee will take place by retiring the Regional Members alternatively every 2 years.
- (ii) The Chairperson and the Deputy Chairperson shall hold office for a period of four years each time.

(e) Eligibility for Election

- (i) Such officers of a member institution, who fulfill the criteria for being an authorised representative of an institution for representation in the General Council under the By-laws of the Foundation, shall be eligible for nomination to election.
- (ii) An institution who is in arrears in respect of membership dues or any other dues of the Foundation shall not be eligible for nominating its authorised representative for election.
- (iii) A retiring member shall be eligible for re-election.

(f) Nomination for Elections

The General Council shall in the Bye-laws to be framed by it, lay down the rules and the procedure to be followed for nomination for election and the time frame within which the nomination has to be made.

(g) Casual Vacancy

- (i) The seat of a Member Institution of the Executive Committee shall become vacant if the Member Institution resigns or ceases to be or is disqualified as member of the Foundation.
- (ii) A casual vacancy arising in the office of Executive Committee (other than that of Chairperson and Deputy Chairperson), out of the death or resignation or cessation of holding of office by the authorised representative of an Executive Committee Member Institution, shall be eligible to be filled by a fresh nomination by the member institution, which is eligible to make the nomination. The authorised representative so appointed shall hold office for the remainder of the term of the nominated member in whose place he / she is appointed.
- (iii) Any casual vacancy arising in the office of Chairperson shall be filled by the Deputy Chairperson.
- (iv) Any vacancy arising in the office of the Deputy Chairperson shall be filled by fresh election at the next EC Meeting.
- (v) All other vacancies in the offices of elected members shall be filled by fresh elections.

(h) Powers and Duties of the Executive Committee

It shall be the duty of the Executive Committee to co-ordinate and direct the work of the Foundation and of all sub-committees, and to deal with all matters in the interest of the Foundation and to present at each Annual General Meeting, a report on the position of the Foundation, financial and otherwise and on the affairs and proceedings of the Foundation during the preceding year.

The Committee shall have power to regulate its own procedure and to make provision for carrying out the objects of the Foundation, and for conducting its affairs and shall, subject to the provisions of the Memorandum and the Rules and of the By-laws, have the sole control and management of the income, property and affairs of the Foundation, and may exercise all powers and do all such acts and things as may be exercised or done by the Foundation, except to the extent the powers are vested in the General Council by these presents.

The Committee may appoint Sub-Committees, by whatever name called, from among its own members and others and delegate to them any of the powers of the Committee, it thinks fit. The Sub-Committees shall in exercise of their powers conform to any instructions given by the Committee, but shall in all other respects regulate their own procedure. The Chairperson of the Foundation shall be ex-officio Chairperson of all committees, unless otherwise specifically decided by the Executive Committee.

The Committee may also delegate such powers and tasks to the Secretary General of the Foundation as are considered necessary for the efficient functioning of the Foundation.

Subject to any specific directives and policy guidelines from the General Council, the Executive Committee shall have and exercise the following powers *inter-alia*:

- (i) frame regulations and By-laws for the conduct of the affairs of the Foundation in terms of delegation by the General Council and to add to, amend, or repeal them from time to time;
- (ii) consider and approve the programs of the Foundation within the scope of the objects of the Foundation and policies laid down by the Council;
- (iii) consider, and pass resolutions on the Annual Report, the Annual Accounts and the budget estimates of the Foundation;
- (iv) draw up development plans of the Foundation;

- (v) cooperate and collaborate with other foreign institutions or international organizations in the pursuit of its objectives;
- (vi) acquire by gift, purchase, exchange lease/hire or otherwise any property movable or immovable and to construct, improve/alter, demolish or repair buildings, works and constructions, as may be necessary or convenient for carrying on the activities of the Foundation.
- (vii) deal with any property belonging to or vested in the Foundation so as to best suit its interests;
- (viii) negotiate, enter into and make contracts and deeds on behalf of the Foundation;
- (ix) appoint the Secretary General of the Foundation, who would be in charge of the administrative aspects of IFFTI and perform such other tasks as may be assigned by the Executive Committee from time to time, for such duration and on such terms and conditions as the Committee may consider appropriate;
- (x) delegate such of its powers to the Secretary General, and, through him or directly to other members of the staff of the Foundation or any sub-committee appointed by it, as it may consider necessary or desirable;
- (xi) create other permanent, temporary, ad-hoc or contractual posts for the Foundation and make appointments thereto;
- (xii) to retain or employ skilled professionals or technical advisers, consultants, in connection with the objects of the Foundation and to pay therefore such honorarium, fees or other remuneration as may be thought expedient.
- (xiii) appoint sub-committees by whatever name called, comprising members of the Executive Committee and/or such experts as may be nominated by it for specific tasks, for the disposal of any of its business or for tendering advice on any matter pertaining to the administration and management of the Foundation;
- (xiv) solicit and receive grants, gifts, donations or other contributions from the Government(s) or any Foreign Government or from any other source, provided that no benefaction shall be accepted by the Foundation which involves conditions or obligations contrary to the objects of the Foundation;
- (xv) to consider and approve contents and financial outlays for training programs, entrepreneur development programs, promotional campaigns, development projects and all such or similar programs and projects organized by the Foundation;
- (xvi) consider, approve and authorize operation of the funds of the Foundation and institute such funds like Corpus Fund, Building Fund, Renewal Fund, Research Fund etc. to meet specific short term or long term financial obligations of the Foundation by appropriating to such funds the receipts or income or surplus, as the Committee may decide.
- (xvii) to pay out of the funds of the Foundation, any expenses incidental to the formation of the Foundation or any other expenses incurred prior to the registration of the Foundation.
- (xviii) institute and award fellowships, scholarships, prizes and medals; and
- (xix) to do all such acts and things as are incidental or conducive to the discharge of its functions and attainment of any of the objectives specified in the Memorandum of Association;

(i) Meetings of The Executive Committee

- i. The Committee shall meet for the dispatch of business at such time and places as may be necessary for the conduct of affairs of the Foundation. However, the Executive Committee shall meet at least twice a year, such that one of the meetings is attached to the Annual Meeting of the General Council and the second is held, as far as possible, within five to eight months of the Annual General Council Meeting.

- ii. 30 days notice for a meeting of the Committee is required. However, emergency meetings of the Committee can be called at a shorter notice as may be decided by the Chairperson.
- iii. Notice may be served by post or fax or email and the same shall be deemed to have been served at the time when the same shall be dispatched.
- iv. Any inadvertent omission or non-receipt of notice by any member shall not invalidate the proceedings of any meeting.
- v. The quorum for a meeting of the Committee shall be 1/3rd of its total strength (any fraction in that 1/3rd be rounded off to the nearest whole number).
- vi. If within 30 minutes from the time appointed for holding a meeting of the Committee, a quorum is not present, the meeting shall stand adjourned for one hour on the same day at the same place.
- vii. If at the adjourned meeting also, a quorum is not present within half an hour from the time appointed for holding the meeting, the members present, if two or more in number, shall be deemed to constitute a quorum.
- viii. All the meetings of the Committee shall be presided over by the Chairperson. In case Chairperson is not present, the meeting shall be presided over by the Deputy Chairperson, and if even he is not present, then one of the Executive Committee Member present at the meeting, as may be decided by consensus.
- ix. In case a Member Institute of the Executive Committee is not represented through its authorised delegate in two consecutive meetings of the Executive Committee without a valid reason, withdrawal of such an Institute from the Executive Committee may be considered.

11. IRREGULARITIES & INDEMNITY

(a) Irregularities

No act of the Committee or any other body set up under these Rules shall be invalid merely by reason of;

- (i) Any vacancy or defect in the election, nomination or appointment of a person acting as a member thereof ; or
- (ii) Any irregularity in its procedure not affecting the merits of the case.

(b) Indemnity

- (i) The honorary office-bearers and members of the Executive Committee, members of the Committee, members of sub-committees, auditors, Secretary General, other senior staff of the Foundation and any member of the General Council of the Foundation may be indemnified out of the funds of the Foundation against any expenses or liability incurred by them in or about the discharge of their respective duties. Such expenses or liabilities shall include all threatened, pending or completed actions, suits or proceedings, whether civil, criminal, administrative or investigative (whether or not such action, suit or proceeding arises or arose by or in the right of the Foundation or other entity). The indemnity shall cover expenses (including, but not limited to attorney's fees and costs), judgments, fines (including cess, taxes assessed on a person with respect to any employee benefit plan) and amounts paid in settlement and all sums actually and reasonably incurred by such person in connection with such action, suit or proceedings.
- (ii) No honorary officer or member of the Committee or member of a sub-committee of the Foundation or member of the General Council of the Foundation or the Secretary of the Foundation shall be liable for any act other than his own or for signing any receipt or other document or for doing any other act for the sake of conformity only, or for any loss or expense which may be occasioned to the Foundation, otherwise than as a direct result of his own negligence or willful misconduct.

12. POWERS & DUTIES OF THE OFFICE-BEARERS

(a) Chairperson

- (i) To preside at the meetings of the General Council and Executive Committee.
- (ii) To convene meetings of the General Council and Executive Committee
- (iii) To be an ex-officio Chairperson of all sub-committees, unless otherwise decided by the General Council or the Executive Committee.
- (iv) To designate a member of the Council to preside over the meetings of the Council as a Chairperson *pro tem* in the event the Chairperson and the Deputy Chairperson are not present at any meeting.

(b) Deputy Chairperson

- (i) In the absence or disability of the Chairperson, the Deputy Chairperson shall perform all the duties of the Chairperson and exercise all the powers of the Chairperson.
- (ii) The Deputy Chairperson shall have such powers and perform such other duties from time to time as may be decided by the Executive Committee.

(c) Secretary General

- (i) The Secretary General shall be appointed by the Executive Committee and shall have such qualifications and experience and hold office for such period and on such terms and conditions, as may be decided by the Executive Committee.
- (ii) In the event of the post of Secretary General remaining vacant for any reason, it shall be open to the Executive Committee to authorize any member of the General Council or of the Executive Committee or any senior officer of the Foundation to exercise such powers, functions and duties of the Secretary General as the Committee may deem fit, till a Secretary General is duly appointed.
- (iii) Subject to the supervision, superintendence and control of the Committee, the Secretary General shall be in charge of the Secretariat of the Foundation and shall be responsible for the day to day management of its activities and overall administration of the Foundation. He/she shall discharge these responsibilities in accordance with the Rules and Regulations and Bye-laws of the Foundation.
- (iv) It shall be the responsibility of the Secretary General to see that all moneys are expended for the purpose for which they are granted or allotted. He/she shall be the custodian of all the records and such other property of the Foundation, as the Committee may commit to his charge.
- (v) Subject to the provisions of these Rules and Regulations, and the Bye-laws made thereunder, the Secretary General shall, *inter-alia* exercise the following functions and powers, namely: -
 - (aa) Prepare and submit the accounts, the budget estimates and other proposals of the Foundation to the Committee for its consideration.
 - (bb) Conduct all official correspondence on behalf of the Foundation and the Committee.
 - (cc) Act as Secretary to General Council and Executive Committee at their meetings.

- (dd) Keep or cause to be kept proper records and minutes of the proceedings of the Committee meetings and of the General Meetings of the Foundation and be responsible for implementation of the resolutions passed by the Executive Committee.
- (ee) Assign tasks to the staff members of the Foundation Secretariat, manage the undertaking of these tasks and exercise overall control including disciplinary control over such staff.
- (ff) Appoint committees of members of the Secretariat staff to manage activities of the Foundation.
- (gg) Execute all contracts, deeds and assurances of property made on behalf of the Foundation after obtaining the approval of the Committee.
- (hh) Draw, make accept, endorse, cheques, notes or other negotiable instruments for the purpose of the Foundation in terms of delegation by the Committee.
- (ii) Incur expenditure within the budget and approved and sanctioned by the Executive Committee, provided that such expenditure does not exceed the limits specified in the By-laws, if any. The Secretary General shall also have the power to make re-appropriation subject to delegation by the Committee in this behalf.
- (jj) Re-delegate some of his powers to any of his subordinates, with the prior approval of the Committee.
- (kk) Exercise such other powers as may be assigned to him by these Rules and by-laws framed for the purpose and the Executive Committee.

13. POWERS & DUTIES OF OTHER AUTHORITIES & OFFICERS:

The powers and duties of the authorities and officers other than those mentioned in these rules shall be as specified by the Committee or in the By-laws framed for the purpose.

14. FINANCE AND REVENUES

Income of the Foundation shall be derived from the following:

- (a) Admission fee, annual subscription etc.
- (b) Money received by the Foundation by way of grants, gifts, donations or any other contributions from members, individuals, firms, Companies, Corporation and organizations etc.
- (c) Aids, grants or donations in cash or kind from any national, foreign or International Multi-lateral Funding Agencies.
- (d) Grants from the Governments including Foreign Governments and other Institutions.
- (e) Grants from the Public Funds, Local Bodies and other institutions, concerns and persons.
- (f) All fees and other charges including license fee, if any, received by the Foundation from its activities.
- (g) Rent, interest, dividend or any other income received upon the investment of the funds of the Foundation.

15. INVESTMENT OF FUNDS AND THEIR CONTROL

- (a) The entire income of the Foundation shall be applied solely for the fulfillment of the objectives of the Foundation and no part of it shall be paid directly or indirectly to any member of the Foundation. No allowances or remuneration shall be paid to any member or office bearer of Foundation except for the Secretary General and other support staff of the Secretariat, provided that nothing herein contained shall prevent the payment in good faith of remuneration to any member or to any person in return for any services rendered to the Foundation or for travelling allowance, halting or other similar charges.
- (b) All surplus funds of the Foundation shall be deposited in banks or may be invested in such manner by the Executive Committee as it may deem expedient from time to time in the interest of the Foundation.
- (c) The Executive Committee may open an account or accounts in the name of the Foundation for and on behalf of the Foundation with any bank or banks. Unless otherwise decided by the Executive Committee, the Secretary General shall sign all the cheques and documents with regard to funds and finances.
- (d) All funds shall be deposited or invested strictly in the name of the Foundation.
- (e) The entire movable and immovable property of the Foundation shall be deemed to be vested, for the time being, in the Executive Committee of the Foundation.

16. DECISION BY CIRCULARS

The General Council or the Executive Committee may also take decision in respect of any urgent matter which is to be decided at a meeting, by circular if majority of the members consent to it and such consent is filed with the minutes of the proceedings.

17. BOOKS, CERTIFICATES AND FORMS

Minutes shall be made in proper books of all resolutions and proceedings of General Meetings, Meetings of the Executive Committee, Meetings of the sub-committees and every minute signed by the Chairperson of the meeting to which it relates, or by the Chairperson of subsequent Meeting, shall be conclusive evidence of the facts therein stated.

18. ACCOUNTS AND AUDIT

The Committee shall keep or cause to be kept by the Secretary General proper accounts of the receipts and payments, income and expenditure and of the property, assets and liabilities of the Foundation, in books to be maintained for the purpose. The Annual Accounts shall be made up to the end of the financial year. The Accounts of the Foundation shall be audited annually by an auditor who shall be a Chartered Accountant or a firm of Chartered Accountants as defined in the Chartered Accountants Act, 1949 and shall be appointed by the Secretary after obtaining approval of the Executive Committee.

19. FINANCIAL YEAR

The financial year of the Foundation shall start from the 1st day of January, and end on 31st day of December of the year.

20. BY-LAWS

The General Council shall be empowered to frame, amend, repeal the By-laws in respect of any matters involved in the functioning of the Foundation.

21. COMMON SEAL

The Foundation shall have a Common Seal which shall be affixed on all legal instruments and documents, as may be necessary by a member of the Executive Committee or the Secretary of the Foundation, as may be decided by the Council.

22. ANNUAL LIST OF EXECUTIVE COMMITTEE MEMBERS

Once in every year, a list of the office bearers of the Executive Committee of the Foundation shall be filed with Registrar of Societies, Delhi as required under Section-4 of the Societies Registration Act, 1860. The list shall be attested/verified by the Secretary of the Foundation.

23. ALTERATION, EXTENSION OR ABRIDGEMENT OF OBJECTIVES

Subject to the provisions of the Societies Registration Act, 1860, the Foundation may after complying with the prescribed procedure, alter, extend or abridge any of the objectives for which it is established.

24. AMENDMENT OF MEMORANDUM AND CONSTITUTION

The General Council may, after considering the views of the Executive Committee, amend or alter by 3/5th majority of the members present and voting in a meeting called expressly for this purpose after giving at least 15 days notice, the Memorandum of Association & Rules and Regulations as per the Societies Registration Act, 1860.

25. DISSOLUTION OF THE FOUNDATION

If dissolution of the Foundation is decided upon by 3/4th majority at a meeting of the General Council called for this purpose and after satisfying all just dues and debts of the Foundation, some properties or assets are left behind, the same shall in no case be handed over or given to any of the members of the Foundation but shall be given or transferred to any other Society or Institution, as per procedure laid down under the Societies Registration Act, 1860.

26. LEGAL PROCEEDINGS

The Foundation may sue or be sued in the name of Secretary General or such person as shall be determined by the Rules & Regulations of the Foundation and in default of such determination, such person as shall be appointed by the Executive Committee.

27. APPLICATION OF THE ACT

All the provisions under all the sections of the Societies Registration Act, 1860 (Punjab Amendment Act of 1957) as extended to the National Capital Territory of Delhi shall apply to the Foundation.

We, the undersigned being members of the Executive Committee of **International Foundation of Fashion Technology Institutes** do hereby certify that the above is a correct copy of the Rules and Regulations of the Foundation.

(Chairperson)

(Deputy Chairperson)

(Member)

IFFTI
International Foundation of Fashion Technology Institutes

ELECTION BYE-LAWS

ARTICLE I. TITLE

These Bye-Laws shall be called Election Bye-Laws of 'International Foundation of Fashion Technology Institutes' hereinafter called **IFFTI Election Bye-Laws**.

ARTICLE II. PURPOSE

Rules and Regulations of IFFTI establish that the Executive Committee comprising 6 to 12 Members shall coordinate and direct the work of the Foundation. The Executive Committee Meeting would be Chaired by a Chairperson and in his/ her absence by a Deputy Chairperson. Thereafter, the new Executive Committee shall elect the Chairperson and Deputy Chairperson from amongst the Members of the newly elected Executive Committee. The Bye-Laws set out hereinafter lay down the procedure for the conduct and management of elections of IFFTI Members to the posts of Chairperson, Deputy Chairperson and Members to the Executive Committee.

ARTICLE III. AUTHORITY

The Memorandum of Association and Rules and Regulations of International Foundation of Fashion Technology Institutes (IFFTI) established by law the right of IFFTI Executive Committee to make, alter, amend or repeal the Bye-Laws for the Regulation and Management of its affairs. The extracts of the relevant Rules and Regulations are set out at Annexure I to these Bye-Laws. The provisions of the Election Bye-Laws set out hereunder are hereby incorporated in the Bye-Laws of IFFTI.

ARTICLE IV. DURATION

The duration of the Election Bye-Laws of IFFTI shall be perpetual till altered, amended or repealed according to the provisions contained in Article XI herein under.

ARTICLE V. DEFINITION AND INTERPRETATION

The words and expressions not defined herein shall have the same meaning as in the Rules and Regulations and Memorandum of Association of the Foundation.

ARTICLE VI. COMPOSITION OF EXECUTIVE COMMITTEE

The Executive Committee shall be composed in the manner given below:

- (a) **Regional Members** : Representatives from the geographical areas will be members of the Executive Committee in the following ratio:-
- a) Americas – 3
 - b) Europe – 4
 - c) Asia – 4
 - d) Oceania – 3

These members are to be elected by 'Regular' IFFTI Members from their respective regions.

- (b) **Chairs of Sub Committees**: The Chairpersons of the Sub-Committees convened by the Executive Committee to undertake special tasks. These Chairpersons will be nominated by the Executive Committee.
- (c) The nominee of the member institution hosting the next Annual Conference shall be Ex-officio member of the Executive Committee, if that institution is not already represented in the Executive Committee.
- (d) The Executive Committee may co-opt not more than two members as Executive Committee Members, on such terms and conditions and for such periods not exceeding in any case more than one year at a time, as may be thought fit by the Committee.
- (e) **Chairperson**: One Chairperson shall be elected from amongst the Members of the Executive Committee of the Foundation. The Chairperson shall hold office for a period of four years each time.
- (f) **Deputy Chairperson**: In addition, one Deputy Chairperson shall also be elected from amongst the Members of the Executive Committee. The Deputy Chairperson shall hold office for a period of four years each time.

- (g) Such Chairperson and Deputy Chairperson shall be elected in their individual capacity. They shall continue to hold the post for the full tenure of four years, even if they are transferred from one IFFTI member institution to another IFFTI member institution during their tenure as Chairperson and/or Deputy Chairperson, provided the new member institution nominates them as the authorized representative of that institution.
- (h) The outgoing Chairperson may be additionally co-opted as the Member of the Executive Committee by the Executive Committee for such tenure as the Committee may deem proper provided that such an arrangement does not entail any financial implications for the Foundation.
- (i) The Secretary General of the Foundation shall be non-voting Ex-officio Member-Secretary on the Committee.
- (j) **Tenure:**
 - i) **Members of Sub-Committee:** The Regional members and Chairs of Sub-Committees shall hold office for a period of 4 years each time. The retirement of Executive Committee members will be staggered to provide continuity. Accordingly, changes in the Executive Committee will take place by retiring the Regional Members alternatively every 2 years.
 - ii) **Chairperson and Deputy Chairperson:** The Chairperson and the Deputy Chairperson shall hold office for a period of four years each time.

ARTICLE VII. NOMINATIONS

(A) DATES

The Executive Committee shall decide and notify at least 3 months before the date of expiry of the tenure of the current Executive Committee, the dates for filing and withdrawal of nominations to the elections.

(b) INVITATION

The Secretary General of the Foundation shall issue a notice to all members calling for nomination to elections. The notice shall be issued as soon as possible after the Executive Committee decides the dates for various stages of nominations to elections and will include the number of the Executive Committee Members to be elected from each Geographical Region.

(c) ELIGIBILITY CRITERIA

- (i) **Executive Committee.** All 'Regular' Member Institutions of the General Council shall be eligible for nomination to election to the Executive Committee.
- (ii) **Authorised Representative.** Member Institutions desirous of becoming a Member of the Executive Committee shall nominate one authorized representative to represent the Institution on the Executive Committee. Member Institutions that are elected to the Executive Committee are to, as far as possible, not change the nominated representatives for the tenure of membership of the Committee and encourage participation of such representative in all IFFTI activities including the Executive Committee and General Council Meetings.
- (iii) **Chairperson and Deputy Chairperson.** All authorized representatives of the IFFTI Executive Committee Member Institutions shall be eligible for nomination to election for the posts of Chairperson and Deputy Chairperson. Once elected the Chairperson and the Deputy Chairperson would be expected to, as far as possible, attend all IFFTI Executive Committee and General Council Meetings.
- (iv) Any Institution which is in arrears in respect of Membership dues or any other dues of the Foundation on the date of making the nomination shall not be eligible for nomination to elections.
- (v) A nominee shall continue in office at the pleasure of the nominating Institution.
- (vi) A retiring member shall be eligible for re-election.

(d) PROCEDURE

- (i) The nomination papers would be scrutinized by the Secretary General
- (ii) Secretary General shall endorse on each nomination paper whether the nomination meets the laid down criteria or not.

- (iii) Secretary General shall record a brief statement of reasons if the nomination does not meet the laid down criteria.
- (iv) The nomination forms, together with the observations of the Secretary General, shall be placed before the Executive Committee for decision. The Committee shall refuse or reject a nomination if it is satisfied that: -
 - (aa) the nominee was ineligible to stand for election; or
 - (bb) the member institution was not qualified to subscribe to the nomination; or
 - (cc) there has been a failure to comply with the provisions of these Bye-Laws.
- (v) In case where the nomination of a Member Institution/nominee has been refused or rejected by the Executive Committee, the Secretary General of the Foundation shall give notice of the decision of the Executive Committee, together with a brief statement of the reasons thereof, to the Member Institution and/or nominee, as the case may be, by post.
- (vi) On completion of the scrutiny of the nominations, the Secretary General shall, forthwith prepare a list of valid nominations and send a copy of the list to each nominee who had filed his/her nomination and to each Member Institution nominating such nominee,
- (vii) The list shall contain full names in alphabetical order and the addresses of the validly nominated Member Institutions/nominee for each Region.

(e) NOTIFICATION TO VOTERS

- (i) The Secretary General of the Foundation shall omit from the list of valid nominations, the names of Member Institutions/ nominees who have withdrawn their candidature and send the final list of nominations to all IFFTI Member Institutions and officials contesting elections for the Executive Committee.
- (ii) The list shall contain or be accompanied by the particulars concerning the Member Institutions/nominees, to the extent supplied by the nominating member institution in Nomination Form
- (iii) The particulars contained in or accompanying the list of nominations as aforesaid shall prominently indicate that they are compiled on the basis of the particulars furnished by the Member Institution in Nomination Form and that no responsibility is accepted as to the veracity of the said particulars.

(f) WITHDRAWAL OF CANDIDATURE

- (i) A Member Institution/ nominee may withdraw its/his/her candidature by notice in writing and delivered to the Secretary of the Foundation before 5.00 P.M. of the 15th day following the date of issue of the communications for elections.
- (ii) A nominee who has withdrawn his/her candidature shall be ineligible to cancel his/her withdrawal.

(g) CESSATION OF MEMBERSHIP

If a nominee ceases to be in the employment of the Member Institution or the Member Institution ceases to be a Member of IFFTI (before the date of election but after the date fixed for the withdrawal of candidature) and his/her/its nomination is or has been accepted as valid, the election shall be conducted among the remaining Member Institutions/nominees for that post and no fresh proceedings with reference to the election for the post for which such Member Institution/nominee was contesting, shall be commenced.

ARTICLE VIII. MEMBERS ELIGIBLE TO VOTE

All Regular Member Institutions of the IFFTI General Council are eligible to vote provided they are not in arrears in respect of Membership dues or any other dues of the Foundation on the date of voting.

ARTICLE IX. ADMISSIBLE NUMBER OF VOTES

A Regular Member Institution, which is entitled to vote, shall have one vote only for each category of nominations.

ARTICLE X. ELECTIONS

MODE- The election shall be by secret ballot through Email for the Elections to the Executive Committee, Chairperson and Deputy Chairperson. The authorized representative of the Member Institution shall record his/her vote personally on the ballot paper provided for the purpose.

(a) COUNTING OF VOTES

A list shall be drawn up for each post/region listing the Member Institution(s) / nominee(s) in the descending order of votes received. The list shall be signed by the Chairperson.

(b) PROCEDURE IN CASE OF A TIE

Where after counting of votes, a tie is found to exist between any Member Institutions/nominees, lots shall be drawn and the successful Member Institution/ nominee shall be considered to have received an additional vote and shall be declared to be duly elected.

(c) SCRUTINY OF VOTES

The Chairperson shall be assisted by the Secretary General in scrutiny of the voting papers and counting of votes.

(d) NOTIFICATION OF RESULTS.

The names of all the Member Institution(s)/ nominee(s) declared elected, shall be notified by the Chairperson.

(e) ACCIDENTAL OMISSION ETC.

No election shall be deemed to be invalid merely by reason of any accidental irregularity or informality in the conduct of the election, including accidental omission to send or delay in sending or non-receipts of any notices or documents by a voter.

ARTICLE XI. AMENDMENTS

IFFTI Election Bye-Laws may be added to, amended, or repealed by 3/5th majority of the Members present and voting at an Annual General Council Meeting.

Chairperson

Deputy Chairperson

_____ x _____

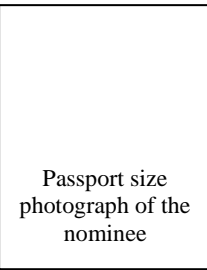
NOMINATION FORM

Form of nomination of a nominee for election to the post of Chairperson/ Deputy Chairperson / Member Executive Committee* of International Foundation of Fashion Technology Institutes (IFFTI)

_____ (name of the member institution) being Member of the International Foundation of Fashion Technology Institutes, not being in arrears this day in respect of membership dues or any other dues of the Foundation and being qualified to vote in the election to the post of Chairperson / Deputy Chairperson / Member Executive Committee* of the Foundation hereby nominates Mr./Ms./Prof./Dr. _____ as a nominee for election to the post of Chairperson / Deputy Chairperson / Member Executive Committee* to be held in the year _____.

Please attach a CV giving following particulars of the nominee: -

- (a) Name : _____
- (b) Address : _____
- (c) Designation : _____
- (d) Participation in important national and international fashion events and important achievements.
- (e) Past and present membership of various Trade / Professional bodies and Association _____
- (f) Contributions in professional Seminars and Conferences during a period of five years be _____ nation.
- (g) Authorship of books and articles on subjects of professional interest.
- (h) Grant of awards and distinctions.
- (j) Academic positions held in institutions/ universities.
- (k) Details of IFFTI meetings attended/tasks undertaken (Paper Presentations, Panel _____ of Sub-Committee etc.)



It is confirmed that _____ (name of the nominee) has the support of the Institution.

Head of Institution / Signature of Authorised Signatory _____
Name of the Institution _____
Designation _____
Address _____

Dated this _____ day of _____ 20__

I _____ (name of the nominee) of _____ (name of the Institution), agree to stand for the election to be held in the year _____ for the post of Chairperson / Deputy Chairperson/ Member Executive Committee* of the Foundation.

I agree to abide by the provisions of the Rules & Regulations and Election Bye-laws of the Foundation.

Signature of the Nominee _____
Name in full _____

Designation _____
Name of Institution _____

Dated _____
*** tick the appropriate choice.**

**EXTRACTS OF THE RULES & REGULATIONS RELEVANT TO
ELECTION BYE-LAWS**

10. EXECUTIVE COMMITTEE

(a) Minimum and Maximum Strength

The total number of members of the Executive Committee shall at any time be not less than six and not more than twenty unless otherwise determined by the General Council of the Foundation.

(b) The First Office-bearers/Members

The first office Bearers/Members of the Executive Committee shall be as set out in the Memorandum of Association of the Foundation.

(c) Composition

The Executive Committee shall be composed in the manner given below:

- (i) **Regional Members:** Representatives from the geographical areas will be members of the Executive Committee in the following ratio:-
 - a) Americas – 3
 - b) Europe – 4
 - c) Asia – 4
 - d) Oceania - 3These members are to be elected by 'Regular' IFFTI Members from their respective regions.
- (ii) **Chairs of Sub Committees:** The Chairpersons of the Sub-Committees convened by the Executive Committee to undertake special tasks. These Chairpersons will be nominated by the Executive Committee.
- (iii) The nominee of the member institution hosting the next Annual Conference shall be Ex-officio member of the Executive Committee, if that institution is not already represented in the Executive Committee.

- (iv) The Executive Committee may co-opt not more than two members as Executive Committee Members, on such terms and conditions and for such periods not exceeding in any case more than one year at a time, as may be thought fit by the Committee.
- (v) A Chairperson, elected by the Executive Committee from amongst the members of the Executive Committee.
- (vi) A Deputy Chairperson, elected by the Executive Committee from amongst the members of the Executive Committee.
- (vii) The outgoing Chairperson may be additionally co-opted as the Member of the Executive Committee by the Executive Committee for such tenure as the Committee may deem proper provided that such an arrangement does not entail any financial implications for the Foundation.
- (viii) Each nominee of a member institution, on the Executive Committee shall meet the qualifications and criteria for being the authorised representative of the member institution represented, as laid down in the bye-laws made by the General Council for representing in the General Council Meetings.
- (ix) A nominee shall continue in the office at the pleasure of the nominating institution. The nominating member institution shall be at liberty to revoke the nomination and nominate another person in his place any time.
- (x) The Secretary General of the Foundation shall be non-voting Ex-officio Member-Secretary on the Committee.

(d) Tenure of Office and Retirement

- (i) The Regional members and Chairs of Sub-Committees shall hold office for a period of 4 years each time. The retirement of Executive Committee members will be staggered to provide continuity. Accordingly, changes in the Executive Committee will take place by retiring the Regional Members alternatively every 2 years.
- (ii) The Chairperson and the Deputy Chairperson shall hold office for a period of four years each time.

(e) Eligibility for Election

- (i) Such officers of a member institution, who fulfill the criteria for being an authorised representative of an institution for representation in the General Council under the By-laws of the Foundation, shall be eligible for nomination to election.
- (ii) An institution who is in arrears in respect of membership dues or any other dues of the Foundation shall not be eligible for nominating its authorised representative for election.
- (iii) A retiring member shall be eligible for re-election.

(f) Nomination for Elections

The General Council shall in the Bye-laws to be framed by it, lay down the rules and the procedure to be followed for nomination for election and the time frame within which the nomination has to be made.

(g) Casual Vacancy

- (i) The seat of a Member Institution of the Executive Committee shall become vacant if the Member Institution resigns or ceases to be or is disqualified as member of the Foundation.
- (ii) A casual vacancy arising in the office of Executive Committee (other than that of Chairperson and Deputy Chairperson), out of the death or resignation or cessation of holding of office by the authorised representative of an Executive Committee Member Institution, shall be eligible to be filled by a fresh nomination by the member institution, which is eligible to make the nomination. The authorised representative so appointed shall hold office for the remainder of the term of the nominated member in whose place he / she is appointed.

- (iii) Any casual vacancy arising in the office of Chairperson shall be filled by the Deputy Chairperson.
- (iv) Any vacancy arising in the office of the Deputy Chairperson shall be filled by fresh election at the next EC Meeting.
- (v) All other vacancies in the offices of elected members shall be filled by fresh elections.

(h) Powers And Duties of the Executive Committee

- (i) frame Regulations and By-laws for the conduct of the affairs of the Foundation in terms of delegation by the General Council and to add to, amend, or repeal them from time to time;

20. BY-LAWS

The General Council shall be empowered to frame, amend, repeal the By-laws in respect of any matters involved in the functioning of the Foundation.

INTERNATIONAL FOUNDATION OF FASHION TECHNOLOGY INSTITUTES (IFFTI) : NEW DELHI

BALANCE SHEET AS AT 31.12.2019

Amount (US \$)

AS AT 31.12.2018	Liabilities		AS AT 31.12.2019	AS AT 31.12.2018	Assets			AS AT 31.12.2019
	<u>CAPITAL FUND</u>				FIXED ASSETS			
	(General Fund)			17.33	UPS	14.37		
2,37,738.25	Last balance	2,81,594.01		2.60	Less: Depreciation	2.16	12.22	
9,668.31	Less: Journals & Publication Expenses	19,595.22		14.73				
-	Less : Conference Hosting Fees	41,577.11		1,116.05	Mobile	925.24		
3,279.86	Less : IFFTI Travel Incentives	3,435.23		167.41	Less: Depreciation	138.79	786.45	
9,937.90	Less : IFFTI Mobility Awards	5,949.77		948.64				
20,908.37	Less : IFFTI Initiatives Award	28,106.19		33.38	Furniture & Fixture	29.30		
1,93,943.81		1,82,930.49		3.34	Less: Depreciation	2.93	26.37	
94,774.04	Add: Excess of Income over Expenditure	85,078.66	2,68,009.15	30.04				
2,88,717.85				45.37	Printer	37.62		
				6.81	Less: Depreciation	5.64	31.97	
				38.57				
				332.01	Laptop	194.29		
				132.81	Less: Depreciation	77.71	116.57	973.58
				199.20				
					Current Assets & Loan & Advances			
					<u>A) Current Assets</u>			
				431.22	Cash in hand			420.58
					<u>Balances with Banks :</u>			
					<u>Saving Bank Accounts</u>			
				1,14,228.69	a) Canara Bank Green Park, SB 42952	89,618.85		
				5,984.17	b) I.O.B.,SB 17065	4,509.69		
					In EEFC A/c with :			
				4,381.39	- Canara Bank - EEFC A/c	4,378.31		98,506.85
				1,24,594.25				
					<u>3) Fixed Deposits with Banks</u>			
				1,46,095.95	- Principal	1,52,744.10		
				8,619.29	- Add : Intt. Accrued	6,873.69		1,59,617.79
				1,54,715.24				
					<u>B) Loans & Advances</u>			
				107.81	Security Deposit (Mobile Phone)	105.15		
				7,638.15	Income Tax Refund Due	7,449.68		
				-	TDS on FDR's	935.53		
				-	Loans to Staff	-		8,490.35
				7,745.95				
2,88,717.85			2,68,009.15	2,88,717.85				
	Total		2,68,009.15	2,88,717.85			Total	2,68,009.15

For International Foundation of Fashion Technology Institutes

Place: New Delhi
Date :(Commodore Vijay Chaturvedi(Retd.))
Secretary

BUDGET VS ACTUAL					
ITEM	BUDGET 2018	ACTUAL 2018	BUDGET 2019	ACTUAL 2019	BUDGET 2020
	(US\$)	(US\$)	(US\$)	(US\$)	(US\$)
INCOME					
Subscription from members	1,37,900	132800	140800	140800	1,43,300
Corporate Sponsorship	5000	5000	-	-	-
Interest	12,000	14866	15000	14000	16,000
Total Income	1,54,900	152666	155800	154800	1,59,300
EXPENDITURE					
Programmatic Initiatives					
a) Senior Faculty (2)	4,600	4600	4600	4600	4600
b) Junior Faculty (5)	6,900	11500	11500	9200	11500
c) PG/Research Students (2)	4,600	4600	4600	4600	4600
d) Best Paper Presentations (3)	-	-	600	400	600
e) Faculty Exchange (10)	15,000	10000	15000	5950	15000
f) Travel scholarship to Chairs of Sub-committee	-	3500	3500	3500	3500
g) IFFTI Publications	10,000	9970	10000	9595	10000
h) Support to host Institution	15,000	20,000	20,000	19,595	20000
i) Initiative for Students	5,000	-	5000	4545	5000
Planning and promotion					
j) IFFTI Website renewal	-	1049	3000	3876	2000
k) Strategic Planning	10,000		-	-	-
Total IFFTI Initiatives	71,100	65219	77800	65861	76800
Administrative expenses	58,960	47521	56000	52480	61000
Travel expenses	8,000	7750	8000	8542	8000
Total Administrative Expenses	66,960	55271	64000	61022	69000
Total Expenditure	1,38,060	120490	141800	126883	145800
Net income (loss)	16,840	32176	14000	27917	13,500
Ratio Initiative /Expenditure	52%	53%	55%	52%	53%

S.No	Meeting	Host institution	Date
1.	46th Executive Committee Meeting	AMD Akademie Mode & Design, Germany	5 th and 6 th November,2020
2.	47 th Executive Committee Meeting	<i>online</i>	February, 2021
3.	2021 Annual Conference and 48 th Executive Committee Meeting	Ewha Womans University, South Korea	22nd – 26th March 2021
4.	49 th Executive Committee Meeting	<i>To be decided</i>	October,2021
5.	50 th Executive Committee Meeting	<i>Online</i>	January/February, 2022
6.	2022 Annual Conference and 51 st Executive Committee Meeting	<i>To be decided</i>	March 2022
7.	52 nd Executive Committee Meeting	<i>To be decided</i>	October,2022
8.	53 rd Executive Committee Meeting	<i>Online</i>	January/February, 2023
9.	2023 Annual Conference and 54 th Executive Committee Meeting	<i>To be decided</i>	March 2023