



Indian Diaspora Council International

www.IndianDiasporaCouncil.org

CHAPTER POLICIES

Objective

To promote the mission, objectives and agenda of Indian Diaspora Council international (IDC) by establishing IDC chapters in all countries where people of Indian origin reside so that IDC can better “embrace, engage, and enhance the shared heritage, aspirations, and interests of persons of Indian origin”

Chapter Establishment

- One (1) IDC chapter per city or region with a population of less than 100,000 of people of Indian origin (PIO), or multiple chapters in city or region with larger PIO population as deemed appropriate by Indian Diaspora Council international (IDC). No overlap of chapter coverage area or conflict.
- For any single country with **5** or more IDC chapters, a national coordinator shall be appointed by IDC, in consultation with the country chapters, to coordinate the activities of the chapters. The term of the country coordinators shall be three (3) years.
- Name of Chapter: Indian Diaspora Council of (City, State/Province, Country). Example used here: Indian Diaspora Council, Toronto, Canada
- All chapter establishment requests are to be made in writing using the format shown below.
- All chapter establishment to be approved in writing by Indian Diaspora Council international (IDC) after which the chapter is considered established.
- Each chapter would be entitled to have the following officers:
 - a. **President**, Indian Diaspora Council, Toronto, Canada (Example)
 - b. **Vice President**, Indian Diaspora Council, Toronto, Canada (Example)
 - c. **Secretary**, Indian Diaspora Council, Toronto, Canada (Example)
 - d. **Treasurer**, Indian Diaspora Council, Toronto, Canada (Example)
 - e. **Public Relations Officer**, Indian Diaspora Council, Toronto, Canada (Example)
 - f. **Director of Youth**, Indian Diaspora Council, Toronto, Canada (Example)
 - g. **Director of Health & Wellness**, Indian Diaspora Council, Toronto, Canada (Example)
 - h. **Director of Seniors**, Indian Diaspora Council, Toronto, Canada (Example)
- 2. Each chapter to provide full name, telephone and email address of chapter president and primary contact person, if different. All updates and changes to be made known to Indian Diaspora Council international (IDC) in a timely manner.

Term of Chapter Officers

- Term of IDC chapter officers is in effect for a period of three (3) years from the date approved by Indian Diaspora Council international (IDC) unless otherwise modified by consent or for reason.
- Each chapter is required to provide names of all its officers annually by January 15 and within 30 days if any changes have occurred.

Role & Responsibility

- Each IDC chapter is to be non-political and secular, and promote the mission, values and agenda of Indian Diaspora Council international (IDC) with integrity, good will, good standing in the community it serves, with respect and compliance with all local laws and regulations.
- Each IDC chapter is to conduct at least two (2) events annually under the IDC banner.
- It is the responsibility of the IDC chapter to be registered and function as an operating non-profit organization in its respective the city/state/province/country, and to conform to local regulations.
- Each chapter is allowed to use the IDC logo only for legitimate IDC purposes.
- Each chapter is required to take all steps to preserve and protect the name of Indian Diaspora Council and its logo at all times, which are not to be used for unintended purposes contrary to IDC policies.

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Reporting

- Each IDC chapter is required to provide information to Indian Diaspora Council international (IDC) on events activities for posting on IDC website, as well as changes and updates on chapter officers as soon as such changes occur.
- All chapter events are to be made known to Indian Diaspora Council international (IDC) in advance and invitations to Indian Diaspora Council international (IDC).

Awards

- Consistent with IDC policies and guidelines on awards and recognition, IDC chapters are permitted to give awards and recognition to deserving persons, organizations or institutions in good standing and beyond reproach for outstanding community, civic, academic, philanthropic, athletic and social services.

Support of Events

- Each IDC chapter is responsible for planning and holding its own chapter events, including raising funds for such events.
- IDC chapters are encouraged to collaborate and support other IDC chapters for IDC regional and national events and programs.
- IDC chapters are encouraged to collaborate and support other IDC chapters for Indian Diaspora Council international (IDC) events and programs.

Web Page

- Each IDC chapter would be assigned its page on the IDC website www.IndianDiasporaCouncil.org which would list its officers, contact information, recent and planned activities, gallery, calendar of events and pertinent information which can be updated as become necessary.

Termination

- Indian Diaspora Council international (IDC) reserves the right to terminate an IDC chapter for cause or reason, including failure to pay required annual fees, with at least 30 days' notice given in writing.

Annual Fee

- Each IDC chapter is required to contribute to Indian Diaspora Council international (IDC) the amount of \$200. USD upon establishment and thereafter on that anniversary date.
- Failure to contribute the required annual fee can result in the loss of privileges and termination.

Registered Trademark

- Indian Diaspora Council™ and the IDC logo are registered trademarks of Indian Diaspora Council, Inc.

Changes to IDC Chapter Polices

- IDC chapter polices are subject to change as become necessary.
- IDC chapters would be informed of changes to IDC chapter polices and would be posted on IDC website in a timely manner.

Request to Establish IDC Chapter

- Submit request letter to Indian Diaspora Council international (IDC) stating intent to establish an IDC chapter in (City, State/Province, Country) and remit the amount of \$200. USD payable to Indian Diaspora Council International which would be applied to 1st year annual fee or refunded if the request is denied.
- Send request and payment to: Indian Diaspora Council, Post Office Box 650523, New York 11365 USA; Direct deposit or via PayPal to Indian Diaspora Council.
- Indian Diaspora Council international (IDC) shall review application to establish a chapter and approve or deny within 30 days of application.
- Only upon approval shall the chapter be established and permitted to function as an IDC chapter after registration to comply with local regulations.

**Indian Diaspora Council International
CHAPTER POLICIES**

CHAPTER Establishment

We, the undersigned, agree to Indian Diaspora Council international (IDC) chapter policies and the roles and responsibilities of the IDC chapter we are establishing.

Date	
Name of IDC Chapter:	
City/State/Province:	
Country:	
President	
Vice President	
Secretary	
Treasurer	
Public Relations Officer	
Contact Name	
Contact Tel Number	
Contact Cell Number	
Contact Email Address	

Proposed President

Signature

Date

Proposed Vice President

Signature

Date

Proposed Secretary

Signature

Date

Complete and return via email or post to:
Indian Diaspora Council, Post Office Box 650523, New York 11365 USA

APPROVED

Signature (Indian Diaspora Council International)

Date