POLICIES

The IEA is a non-profit, non-political Association with the following objectives:

- Welcoming and assisting newcomers in Sri Lanka
- Furthering our knowledge and understanding of Sri Lanka
- Fostering goodwill, solidarity and friendship among the members
- Promoting social and cultural activities for members.
- Supporting and Promoting Charity projects

MEMBERSHIP

IEA membership is open to all foreigners legally living in Sri Lanka (with a valid VISA), who are interested in the objectives of the Association, and who pay the yearly membership fee. The IEA membership year runs from April 1st to March 31st of the following year. Newcomers to IEA or Colombo are welcome to join at any time during the year. Members joining from October onwards will be asked to pay half the annual fee.

Membership of the Association is at the discretion of the Board, following the submission of an application form, approval, and then the payment of the membership fee. Members will have access to the website ieacolombo.weebly.com. All communication to/among members will go through the IEA website/email. All members are strongly encouraged to use this medium of communication.

SRI LANKAN MEMBERSHIP

Native Sri Lankans may be considered for membership. The IEA values its Sri Lankan members for their participation and contribution to the Association and encourages those who express interest in the Association and its objectives. However, the Association limits the number of Sri Lankan Members to 10% of the Total no. of Active Members. Sri Lankans with Dual nationality must present proof of valid Resident Visa, in the absence of which, they will be considered Sri Lanka Nationals and placed on a waiting list if the quota is already filled.

GUESTS

The IEA loves to see new faces and is happy to welcome visitors. Each visitor can attend one Monthly Social as a guest and thereafter must become a member to participate in all IEA activities including the Monthly Social. Visiting family and friends of a member are welcome to participate in any activity as a Guest. All visitors and guests must pay the relevant Activity Fee.

COMMERCIAL VISITORS

No commercial visitors are permitted to attend the Monthly social to promote their business entities.
COMMERCIAL PROMOTION BY MEMBERS

The commercial promotion of IEA members’ businesses, or the companies with which they are employed, is prohibited at all IEA functions. This includes, but is not limited to Monthly Socials, organized IEA events, and activities where members are present as representatives of the IEA. This also includes indiscriminate distribution of flyers, brochures, and business cards. The abuse of this policy may lead to the offending members’ cancellation of membership with no refund.

A member may apply in writing to the IEA Board for permission to promote their business to the IEA members through a special event or program. Written requests should be sent to the IEA Board via ieaofcolombo@gmail.com.

MEMBERSHIP CARDS

A Membership Card will be provided together with a membership number on the payment of the membership fee. These are to be shown when attending any IEA activity.

LANGUAGE

The Association’s operating language is English.

SIGNING IN

Members and guests/visitors are required to sign in and pay the Refreshment Fee at the Monthly Social. The fees for the Monthly Socials are to cover the cost of the venue and refreshments.

SIGN-UP FOR ACTIVITIES

Members can sign up for activities at the Monthly Socials or by sending an email to ieaofcolombo@gmail.com. Activity hosts use this information when planning refreshments, hiring catering companies, negotiating group rates, reserving space etc. Therefore, you must consider yourself committed to attending an activity if you sign-up. Our calendar of monthly activities can be viewed on the website ieacolombo.weebly.com. In some instances members will be required to pay in advance for an activity. This payment is NON REFUNDABLE (refund can only be done if members informs IEA 48 hours prior to the activity). All collected fees are donated to IEA Sponsored Charities.
ACTIVITY CANCELLATION

Please ensure that you write all of your contact details on the sign-up sheet so that you can be contacted in the unlikely event that the activity host has to cancel. If you have committed to an activity and need to cancel, the host of the activity MUST be informed 48 hours prior to the activity.

ANNOUNCEMENTS AND ADVERTISING

It is the IEA policy not to accept paid advertising. Members can advertise through our Facebook page.

CHARITABLE ACTIVITIES

Members can nominate a charity for IEA Sponsorship by completing the IEA Charity Organisation Proposal Form and handing it over to the Charity Coordinator. Proposals will be reviewed and considered by the Board. The IEA has a set of guidelines it follows when considering a charity for support. The organizations supported by IEA will:

- Use the resources provided by IEA to help vulnerable groups within Sri Lankan society.
- Have a track record of results and effectiveness.
- Not use a disproportionate level of its financing for administration and fund-raising.
- Be legally registered in Sri Lanka.
- Be transparent, including providing IEA with audited financial statements annually.
- Provide IEA with other reasonable information about its activities and the opportunity to attend key events, in particular those activities to which IEA or IEA members finance is directed.
- Have a board and management that IEA feels comfortable with.
- Be of a size where IEA support is meaningful, but will not be dominant or undermine financial sustainability.

WEBSITE

The IEA website, ieacolombo.weebly.com, is the official information site for members. To know more about IEA, you can write to ieaofcolombo@gmail.com

AGM & ELECTIONS

The Annual General Meeting takes place between the beginning of April and the end of June each year and will normally coincide with a Monthly Social. No admission fee will be charged to active members and IEA will bear the cost of the venue and refreshments. However, members are welcome to contribute if they so wish. A simple
majority is required for elections to the Board or for the passing of any resolution. Voting is by a show of hands, with the President having a casting vote if votes are tied. However, a member may appoint another member of the IEA to be their proxy provided the President has been informed prior to the vote being taken. The proxy may then vote on behalf of the absent member.

CONTACT

Any member of the Board is available to answer questions or take suggestions. Contact may be made by email to ieaoftcolombo@gmail.com or through the IEA Facebook page.