

Rules

of

THE QUEEN'S GURKHA ENGINEERS ASSOCIATION



REVISION STATUS / SUMMARY OF CHANGES

DATE	REVISION	REVISION DESCRIPTION
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THE QUEEN'S GURKHA ENGINEERS ASSOCIATION

FUNDAMENTALS

1. **Name.** The Queen's Gurkha Engineers Association (QGEA), hereafter referred to as 'the Association'.
2. **Purpose.** The Association is to:
 - a. Provide and sustain a social and mutually supportive network between members, in order to maintain comradeship and esprit de corps;
 - b. Help members maintain links with The Queen's Gurkha Engineers (QGE), hereafter referred to as 'the Regiment'; the Brigade of Gurkhas; other Gurkha Regimental Associations; and retired members of the Regiment;
 - c. Provide limited (not financial) support to welfare cases;
 - d. Support related charitable causes, including but not limited to The Pahar Trust and The Gurkha Welfare Trust (GWT), the Gurkha Museum, and;
 - e. Where eligible, enable members to link into and participate in the activities of the Gurkha Brigade Association (GBA) and the Royal Engineers Association (REA).

MEMBERSHIP

3. All personnel who are serving in or who have served in, or in direct support of the Regiment, or in support of the Brigade of Gurkhas and Gurkha Welfare Trust are **encouraged** to join the Association as Full (Paid) Members (see Types of Membership in para 4), including:
 - a. Officers, Warrant Officers and Non-Commissioned Officers of the Corps of Royal Engineers (and other Corps and Regiments) who have served in or with the Regiment;
 - b. Gurkha Officers, Warrant Officers, Non-Commissioned Officers and Soldiers of the Regiment;
 - c. Other service personnel serving in or with the Regiment, in QGE Squadrons in other Regiments¹, or who have served, or are serving in Nepal.²
 - d. Former members of the Regiment, British or Gurkha, whether they have remained in the UK or retired overseas (e.g. Nepal);
4. **Types of Membership.** Four types of Association Membership are available:
 - a. **Full (Paid).** Full (paid) membership requires a formal application³ and a paid subscription; see para 5.
 - b. **Full (Online).** Full (online) membership is **given** to all serving personnel, as they enter or leave service⁴. It is also available to retired members of the Regiment or those serving in the Corps of Royal Engineers⁵.

¹ For instance 37 Sqn 32 Engineer Regt, Curragh Tp 3 RSME Regt, etc.

² e.g. the Clerks of Works, GWT Field Director and Project Officer (formerly known as Assistant Brigade Welfare Officer);

³ To the Association Membership Secretary

⁴ Facilitated by the Regiment supplying the Association with batches of membership details on a quarterly basis.

⁵ Both officers and other ranks, however in their case, a membership application, via the Membership Secretary will be required in order to collect personal details. In due course individuals will be able to apply for and manage their membership online.

c. **Honorary.** The Association may offer Honorary Memberships, subject to them being approved at an Annual General Meeting, to:

- i. Senior Officers of the Royal Engineers, who have served with the Brigade of Gurkhas, and;
- ii. Others who have made a distinctive contribution to the welfare and success of the Regiment, such as members of the WRVS and SSAFA.

d. **Family.** The spouses, partners, widows or widowers of any member, regardless of rank or grade, are automatically granted the same level of membership as their spouse or partner.

N.B. In accordance with Paras 34 to 40, the QGEA supports local “Branches”. The paragraphs above relate to central Association Membership, Branch membership will be handled locally by their respective committees. **ALL** members of the main Association are entitled to apply to join their local branch if they wish.

SUBSCRIPTIONS AND PAYMENTS

5. Full (Paid) members will pay a single subscription for life; known as a Capital Life Subscription. This currently stands at £100 and may be paid in a lump sum or spread over an agreed period e.g. 10 payments of £10.

6. On receipt of the subscription, the Trust’s Treasurer will, where a current Gift Aid Certificate is held, claim Gift Aid from His Majesty’s Revenue and Customs, increasing the donation, at NO expense to the donor, by 25%.⁶

7. There is no subscription for Online, Honorary or Family Membership.

8. Subscriptions and payments will be reviewed from time to time by the Committee and Regimental Trust. Should a variation be required, the Committee will make a recommendation to the Annual General Meeting.

9. Members (all types) are also encouraged to give an annual donation⁷ to support Association operations and charitable giving. This donation will be collected by standing order, arranged via the Honorary Treasurer

MEMBERSHIP BENEFITS

10. **Full and Honorary Members** are eligible to:

- a. Receive a hard copy of the annual Association Journal⁸.
- b. Access all areas of the QGEA website (registration required). This enables them to view electronic versions of all Association Journals; view the archive of updates and news shared by the Honorary Secretary; and benefit from the Association’s network, collective knowledge and contacts.
- c. Attend and, in certain circumstances, receive financial support to attend Association events.
- d. Vote at meetings of the Association; and

⁶ To enable this, all membership applications should be accompanied by a Gift Aid Declaration

⁷ Suggested £10

⁸ Whilst still in production. Should member requirements change, or the production of hard copy journals become too expensive, the journal may become an online publication only.

e. Subject to the rules of the GBA and REA, receive privileges of membership of those organisations.⁹

11. **Online Members** are eligible to:

a. Access all areas of the QGEA website (registration required). This enables them to view electronic versions of **all**¹⁰ Association Journals; view the archive of updates and news shared by the Honorary Secretary; and benefit from the Association's network, collective knowledge and contacts.

b. Vote at meetings of the Association;

c. Attend Association events but **will not** receive financial support to do so, and;

d. Subject to the rules of the GBA and REA, receive privileges of membership of those organisations.

N.B. Should they wish, they may also purchase hard copies of the Association Journal at cost price.

12. **Family Members** will receive the same benefits as the member they are connected to does/did.

GOVERNANCE

13. **Colonel in Chief.** His Majesty The King is the Regiment's and thereby Association's Affiliated Colonel-in-Chief.

14. **The Regimental Council.** The purpose of the Regimental Council is to advise the Regimental Trust (see Para 15) and act as an arbiter / 'Court of Appeal' when the Regimental Trust, Association Committee and another body (e.g. a Branch Committee or grouping from within the Regiment) fail to reach consensus on an issue. The Regimental Council will comprise 4 - 6 members, drawn from the below and nominated by The Regimental Trust:

a. The President of the Association, ex-officio the Colonel of the Regiment;

b. Past Presidents of the Association¹¹;

c. Former Colonels of the Regiment;

d. Past Gurkha Majors of the Regiment.

15. **The Regimental Trust.**

For Administrative and legal reasons it was decided, some years ago, to merge the former Regimental Trust, The Regimental Association and The Perowne Scholarship Fund. Legal advice was taken, and the new Regimental Trust came into being with three separate committees (Trust, Association and Perowne). The finances of all three constituents were brought together into one new Regimental Trust. The Charity Registration number is 1011421

The Regimental Trust is the executive body of the Charity, responsible for policy, on which they can take advice from The Regimental Council if required, running the Trust and agreeing the Trust's accounts after independent inspection. Trustees shall be appointed by vote at the Annual General Meeting, on their experience and knowledge of the Regiment, Association and charitable

⁹ N.B. Gurkha members of the QGEA, unless they have transferred to the RE and are contributing to the REA by the 'One Days Pay Scheme', may join the REA as a 'Joint' Member'; in accordance with REA rule 13.04a. They are not entitled to or will receive financial support from the REA. They may however be affiliated to their local REA or National branch.

¹⁰ N.B. This is an upgrade over previous Associate Membership.

¹¹ There should be an 'airgap' of at least a year before a past President is appointed to the Regimental Council.

organisations. There shall be 8 to 10 Trustees¹² at any one time, drawn from the individuals or groupings below:

- a. The President of the Association, ex-officio the Colonel of the Regiment;
- b. The Chair;
- c. The Honorary Secretary;
- d. The Honorary Treasurer;
- e. Commandant QGE (ex-Officio);
- f. The Gurkha Major (ex-Officio);
- g. Other members of the Association who bring particular skills, knowledge and experience to the Trust¹³.

16. **The Committee of The Regimental Association.** The Committee shall be responsible for the day to day running of the Association. They should be volunteers and are not appointed or elected for any specific period. They may resign their appointments but should endeavour to find a suitable volunteer replacement before doing so. The Committee shall comprise of:

- a. The Chair¹⁴;
- b. The Honorary Secretary;
- c. The Honorary Treasurer;
- d. The Magazine Editor;
- e. The Membership Secretary;
- f. The Website Manager;
- g. The Historic Member;
- h. The Social Secretary;
- i. The Community Member – key liaison with Branch Leadership;
- j. Regimental Representation – preferably 1 x Offr, 1 x SNCO and 1 x OR. It would also be beneficial if each of these came from a different Regimental location, and if one were also assigned as the Property Member.

17. The Committee should in particular:

- a. Act as the principal linkage between members of the Association and the Regiment, ensuring that the purpose of the Association is met.
- b. Maintain an up-to-date database of all members, including their postal and email addresses, and telephone number.¹⁵

¹² The Trustees should be representative of the Association, comprising both British and Gurkha individuals, and if previously Col, Comdt or GM their appointment should only be after one full rotation of Comdt.

¹³ Other members may include, but are not restricted to, Past Chairs of the QGEA, Former Commandants of the Regiment, Past Gurkha Majors of the Regiment.

¹⁴ An 'air gap' of at least 2 years from Comdt. tenure to appointment as Chair should be maintained to avoid impact on current Regimental business.

¹⁵ N.B. This personal information must be kept and handled in accordance with GDPR.

- c. Publish an annual journal of Association and Regimental news.
- d. Send messages, make donations and presentations on behalf of the Association to the Regiment, the GBA, the Corps of Royal Engineers, members and individuals as appropriate.
- e. Invest and administer the Association's financial assets in a responsible way.
- f. Pay subscriptions to the GBA on behalf of all Members, and to communicate to members the GBA calendar of events.
- g. Develop and maintain the Association's internet site.
- h. Periodically review the structure of the Association, including the establishment of Branches when requested. See paras 34 to 40.
- i. Periodically collate Association and Regimental history, in order that records can be kept, and historic volumes updated.
- j. In conjunction with the Regiment and subject to military commitments, support the annual Birthday Celebrations in the UK and Nepal. The UK event will normally be held around 28 September in or near the Regiment's barracks. All members are encouraged to attend.
- k. Organise events, including at least one flag ship event a year, at a location where all ranks and members can attend. As the Association is an All-Ranks Association, holding events in Officers' or Warrant Officers' Messes should be avoided unless permission for all to attend is granted.
- l. Encourage and actively support specific groups of members to organise events in line with the Association's purpose.
- m. Support but not direct the Branches and their activities.

18. The Committee shall meet at least twice per year. One of the meetings should precede and drive the Annual General Meeting. Decisions are taken by majority vote. The Chair presides over meetings and holds a deciding vote in the event of a tie. A meeting must have six committee members present to be considered quorate¹⁶.

19. The Association shall hold one Annual General Meeting per year. Any further General Meetings shall be Extraordinary General Meetings. The Committee shall be responsible for organising General Meetings, ensuring that all Members are given at least one month's notice, and for sending an agenda, accounts and supporting papers in advance of the meeting. These meetings can be in person, online or hybrid to meet the needs of the Association and its membership. The agenda should contain at least the following items:

- a. Approval of the minutes of the last General meeting;
- b. Trustee Elections, when required;
- c. Confirmation of Committee Members, when required; and
- d. Reports from Committee Members on the Association activities.

20. All members are entitled to attend General Meetings and vote. Resolutions should be proposed and seconded before discussion and are passed by majority vote. In the event of a tie, the President or, in his absence, the Chair shall have the casting vote.

¹⁶ Of the six members required for a quorum at least one of the Chair or The Honorary Secretary must be present in order to ensure should a matter need to be raised to the Regimental Council it can be.

FINANCIAL MANAGEMENT

21. The Honorary Treasurer acts for both the Trust and The Association, as legally they are branches of one Registered Charity. The Perowne Fund NO longer exists.

22. The QGEA has charitable status as part of the Registered Charity number 1011421. The accounts of the Charity are independently inspected and are produced annually together with the Annual Report of the Trustees. The Honorary Treasurer submits these documents to the Trustees for their agreement and then submits the annual return to the Charity Commission for England and Wales.

23. The Association's finances are now conducted entirely within the Regimental Trust. The Trust receives all the Charity's income and meets all its expenditure.

There is one exception to this in that when a major social event is organised and Association Members are paying to attend that event then those receipts will be applied to a designated sub fund within the Trust's ledgers. Gift Aid will be claimed on subscriptions to the Association but NOT on sums paid for attendance at special events.

24. The Association's funds are maintained by the Honorary Treasurer as a discrete part of the funds of The QGE Regimental Trust.

25. The system of accounting set out in Service Fund Regulations is to be used for the maintenance and accounting of the Association's funds.

26. The Trustees can authorise funds to be invested when the level of cash deemed necessary has been set aside and net working capital provides for a surplus of cash over foreseeable requirements.

27. The Association's investments are administered by the Honorary Treasurer and invested with a suitable investment organisation such as the Armed Forces Charities Growth and Income Fund (AFCG&IF).

28. The financial affairs of Association Branches are entirely separate from those of the Charity.

RULES

29. The Rules of the Association shall be binding on all members and acceptance of membership shall indicate willingness to abide by the Rules.

30. Changes to the Rules require the approval of a General Meeting of the Association. Prior to this detailed proposals for specific changes must be circulated to all members, in sufficient time (not less than three weeks), to enable those that cannot attend the meeting to review and offer comment on the proposals by email or in writing.

31. The Committee shall interpret the Rules in conducting the business of the Association, but every member has the right to request a debate on such interpretation at a General Meeting of the Association.

OTHER COMMITTEE ACTIVITIES

32. The Committee may, as they see fit, endeavour to provide or co-ordinate the provision of advice and information for the benefit of members e.g.:

- a. Help members organise Association events or events focused on specific groups of Association members;

- b. Help members contact other members¹⁷;
- c. Provide members with up-to-date information on the evolution of the Regiment, Brigade of Gurkhas, Gurkha Welfare Trust and Gurkha Museum, and;
- d. Advise members on opportunities for them to contribute time or money to development activities in Nepal through the Gurkha Welfare Trust or other charities active in the country;

33. **Mentoring Register.** Maintain a register of members who are willing to provide advice / mentoring to other members on a subject(s) in which they have specialist knowledge and expertise. Members will be connected, via the Honorary Secretary, after an approach by the member seeking advice / mentoring is received and a suitable match from the register identified, who is willing and able at that time to provide the advice / mentoring. In this way members will be able to access the talent and resources held within the association by its members.

BRANCHES OF THE ASSOCIATION

34. **Branches of the Association.** Branches of the Association, in the UK or overseas, must be agreed by the QGEA Committee, who must also maintain a register of all branches.

35. **Branch Membership.** Before becoming a member of a QGEA Branch you must first be a member of the wider QGEA (any type of membership) and then elect to join a Branch that suits your geographical area / specific interest. You will always remain a member of the central QGEA as well as being a branch member and can elect to move branches if you change address.

36. The Branch shall be run by its own Branch committee. They are responsible for organising the operation of their branch; and ensuring the aims of the Association are upheld within their branch area.

37. Branch Heads should be supported by a Deputy, a Branch Secretary, and a trained Book Keeper. Working as a team, it is expected that this group structure will strive to develop and maintain a well-organised and vibrant QGEA Branch. They should liaise with the QGEA Committee Community Member once a quarter, as the conduit to the QGEA Committee, in order to share Branch membership statistics and an update on activity. Branches should also strive to co-opt a serving ex-officio member of the Regiment, to keep the branch connected to the serving community.

38. Branches shall meet at least 4 times a year under arrangements decided by their committee.

39. Branches are encouraged to raise their own funds but may receive a small annual grant from the Association to support official Branch activities

40. The Branch Committee are to:

- a. Act as ambassadors for the QGEA locally and to represent their group on national matters.
- b. Ensure effective administration of the Branch.
- c. Chair formal meetings of their Branch.
- d. Manage Branch membership, including maintaining a register of Branch Members, and report said membership to The Association on a quarterly basis.
- e. Manage Branch finances in accordance with the law. They should also share the Branch's annual financial summary with the Association for record.

¹⁷ N.B. the sharing of personal details is however limited by GDPR, in accordance with the Association's Privacy Notice which is available on request from the Honorary Secretary. It can also be found on the QGEA Website.

- f. Communicate with their membership on a routine basis, passing Association notices as necessary.
- g. Organise and record Branch Meetings.
- h. Notify the Association of any changes at Branch level, specifically but not limited to changes in Branch leadership.
- i. Branches may be amalgamated or divided by resolution of a General Meeting of the Branches concerned and with the approval of the QGEA Committee.
- j. Branches may be wound up by the vote of two-thirds of the members attending a General Meeting of the Branch. Prior consultation with the Association should be considered before taking this action.
- k. On a Branch closing down, all Association monies in hand, all account books duly balanced and membership registers and record cards shall be sent to the Association within one month of the date of the resolution for the winding up of the Branch.
- l. Branches shall be self-supporting as far as possible. In the event of any Branch being unable to meet legitimate expenses, an application for a grant may be made to the Association, in writing with full details.
- m. Association Funds of branches shall not be used for purposes other than authorised by these Rules and the QGEA Committee.
- n. Branches will keep proper books to account for all monies received by them, whether these are monies belonging to the Association, or Branch domestic funds.
- o. Branches requiring advice on administration or accounts shall apply to the QGEA Committee.
- p. The Association shall have the right to send representatives to examine the account books of Branches.
- q. Branch funds accruing from entertainment profits or from contributions or donations received for local aims shall be the property of Branches.

CONTACT WITH THE REGIMENT

41. **Point of Contact.** The Regiment welcomes contact from members of the Association. The Association's main point of contact with the Regiment is the Gurkha Major. With the exception of personal correspondence, all communication between members and the Regiment should be directed through him. His address is the Gurkha Major, The Queen's Gurkha Engineers, Invicta Park Barracks, Maidstone, Kent ME14 2NA.

42. **Regimental Events.** Members of the Association may participate in the life of the Regiment by attending certain events, such as the Pass-Off Parade for the Training Party at 3 RSME Regiment and Kasam Khane in Invicta Park Barracks. The Gurkha Major will issue invitations to the Association via the Secretary on those occasions when the Regiment wish to invite Members collectively, although individual invitations may be issued to specific Members for other events. Individuals may also make applications to attend through the Gurkha Major, but attendance is not guaranteed.

43. **Pipes and Drums.** Members may approach the Gurkha Major to request the services of QGE Pipers at weddings and other significant personal occasions. The Regiment shall decide on the availability of pipers given operational pressures and, if appropriate, seek volunteers from the pool of trained personnel. If pipers make themselves available, the member requesting their

services is expected to come to a private arrangement with the personnel concerned over suitable remuneration for their time and costs. the Gurkha Major will be able to provide advice on this and any other administrative arrangements (e.g. insurance).

QGEA ANNUAL JOURNAL

44. The QGEA publishes an annual journal, containing news from the Regiment, the wider QGE diaspora, the Branches, the wider membership, annual financial reports and obituaries.

45. As per paras 10 all Full (Paid) and Honorary Members automatically receive a copy of the journal, if they keep their personal details up to date with the Membership Secretary. As per para 11, Online Members may purchase a copy via the Magazine Editor.

46. The Editor will call for articles each year in January to cover the period 01 April – 31 March and Members are encouraged to submit family news, etc. The aim is for the Journal to be published in July / August.

47. The Association will pay for a number of copies to be sent to those individuals and organisations it and the Regiment wish to maintain close ties with; e.g. The Chief Royal, Brigade Units, Army Personnel Centre, The Gurkha Brigade Association, The Pahar Trust.

QGEA STANDARD

48. The QGEA has a Standard which is held by Regimental Headquarters. It should be looked upon as the rallying point of the Association and be a constant symbolic reminder to all of their connection to the Regiment and the purpose of the Association; keeping the past and present members of the Regiment connected.

49. It can be used for representing the Association on parades, funerals and other official events in accordance with Annex A. Individuals wishing to use it are to request this from RHQ QGE (see Para 37) and they will be required to sign for all items and be responsible for returning them in the same condition as received.

50. The Association Standard consists of: 4'6"x3' ceremonial standard, 8ft parade pole, leather sling, brass bucket insert, white gauntlets and carrying bag.

51. Should Branches wish to hold their own Standard, they may and would be responsible for the procurement, security, maintenance and proper use of it in line with the direction contained in Annex A.

OTHER ORGANISATIONS

52. **Gurkha Brigade Association (GBA).** Subject to the GBA's rules, Full Members of the Association are members of the GBA. They are entitled and encouraged to participate in all GBA functions and activities. [Gurkha Brigade Association](#)

53. **Royal Engineers Association (REA).** Subject to the REA's rules, Full Members of the Association are 'Joint' members of the REA. They are entitled and encouraged to participate in all REA functions and activities. They are not however eligible for financial support from the REA.

54. **The Regimental Association Nepal (RAN).** The RAN is made up of Associations of the current and antecedent units of the Brigade for the purpose of connecting ex-servicemen and keeping them up to date with matters affecting the Brigade, welfare and pension provision.

55. The QGE RAN has a central committee and branches in the main population centres; Kathmandu, Pokhara, Dharan, Butwal and Darjeeling. The Association supports these organisations but has no direct responsibilities to them, nor to any other similar organisations that might be formed in the future, unless they wish to become a formally recognised branch of the Association

56. **Hong Kong QGE Association.** The Association recognises that former members of the Regiment have established an association in Hong Kong; also with the name The Queen's Gurkha Engineers Association. The Association supports this organisation but has no direct responsibilities to them, unless they wish to become a formally recognised branch of the Association.

57. **Britain-Nepal Society.** The Association has a close relationship with the Britain-Nepal Society, an association based in London for individuals with a keen interest in Nepal. Members of the Association are welcome to attend the regular talks and other events held by the Britain-Nepal Society at the Nepalese Embassy and elsewhere in London. Details of these events and about the Britain-Nepal Society more generally can be obtained from the Honorary Secretary.

58. **Future Organisations.** The Association may support other similar organisations that might be formed in the future but will take no direct responsibility for them unless it is in the interests of the entire Association.

ANNEX A – QGEA STANDARD

SPECIFICATION

1. The specification for Branch Standards has been designed to be the same dimensions as the Royal Engineer Association Standards and be produced by their preferred supplier. Details can be requested through the QGEA Committee.
2. QGEA Standards will be Blue (C100 M56 Y19 K73 | Pantone 2965 C) with the Regiment's crest (cap badge inside laurel wreath with Monarch's Crown on top). The words "The Queen's Gurkha Engineers Association" is above the crown and where appropriate the Branch name is below the crest.
3. Defacing of the Standard is not permitted unless approved by the QGEA Committee.

ASSOCIATION FINANCIAL SUPPORT

4. Newly formed Association Branches wishing to buy a Standard may apply to the QGEA Committee for a grant to assist in its purchase. In order to maintain uniformity, quality and control, grants of up to 50% of the Standard cost may be approved if ordered through the approved supplier. The grant will apply only to the Standard and not to any additional Standard accoutrements such as gloves, pole or sling.
5. Association Branches wishing to replace their Standard because of its poor state or condition may also apply to the QGEA Committee for a grant to assist in its purchase.

RULES AND DRESS FOR STANDARD BEARERS

6. These rules are for the information and assistance of all QGE Association Standard Bearers with the object of ensuring uniformity in the handling of Association Standards.
7. The reference for all drill and ceremonial parades is the [Royal British Legion Ceremonial Handbook 2024](#)
8. For National Events and competitions these rules are obligatory, but they are the minimal standard requirements for all bearers, especially on duty at National Events, and should be maintained at local events too.
9. **Dress:**
 - Regimental Mufti: See QGE Memoranda; or
 - Suit: Neatly pressed plain black or charcoal suit.
 - Headdress: Hat Felt Gurkha or Beret. Beret is normally midnight blue in colour, but Commando (green) and Airborne (red) berets may be worn at all times by members so qualified to do so.