

2/7/57
LOS ANGELES

TENETS OF THE RADIO INTERFERENCE TECHNICAL COMMITTEE

(RITC)

1. The principle aim of the committee is to educate, and to exchange technical information on radio interference.
2. The committee will function to advance the science of radio interference control.
3. The services of this committee are available to all persons concerned with radio interference.

BY-LAWS OF THE RADIO INTERFERENCE TECHNICAL COMMITTEE

COMMITTEE OFFICERS

Names - The committee officers shall consist of a Chairman, a Vice Chairman, a Secretary and a Treasurer.

Chairman - The Chairman shall be elected by a 2/3 majority vote of the members at an annual meeting of the committee. The Chairman shall hold office for one year, and the same person is eligible for election but once in three years.

Vice Chairman - The Vice Chairman shall be elected in the same manner as the Chairman, and hold office for the same period.

Secretary - The Secretary shall be elected by a 2/3 majority vote of the members at an annual meeting of the committee. The Secretary shall serve for one year. Incumbents who have served one year, or more, may be re-elected provided that the Secretary shall not serve more than three terms consecutively.

Treasurer - The Treasurer shall be elected by a 2/3 majority vote of the members for a period of one year. Incumbents may not serve more than one year unless decreed by a majority vote of the

members at a regular meeting prior to the annual meeting at which elections are held.

Duties of Committee Officers - It is the duty of the officers of the RITC to fulfill all obligations of their respective offices. It is the duty of the officers to uphold and support the tenets of the RITC. The officers shall not allow commercial interests to interfere with the proper performance of their duties.

Eligibility - Members selected, or nominated, for office must be intelligent, exemplary individuals with several years experience in some phase of the science of radio interference. They must possess a sincere interest in advancing the science of radio interference and fully believe in the tenets of the RITC.

Removal - If a committee officer be found, at any time, inadequate or unworthy he shall be removed from office by a 2/3 vote of the members and the vacancy supplied.

Resignation - Should a committee officer find it necessary to resign, his resignation shall be accepted and a substitute appointed to fulfill the duties of his office until a meeting of the membership can be called for the election of a proper replacement. If the Chairman resigns the Vice Chairman automatically replaces him until an election meeting. The Secretary can not be relieved from the responsibility of his office until his resignation is accepted by the Chairman or Vice Chairman. The Treasurer's resignation can not be accepted by the Chairman or Vice Chairman until a full and complete audit of the treasury is made.

Enforcement of By-Laws - It shall be the duty of every officer of the RITC to enforce the discipline and by-laws of the committee.

COMMITTEE MEMBERSHIP

Qualification for Membership - To become a member of the RITC the

applicant must be sincerely interested in the science of radio interference. He must be fully aware of the committee by-laws and uphold and enforce them in all ways.

Voting Member - A voting member is one who has agreed to uphold the tenets and by-laws of the RITC and who has signed a copy of the by-laws.

Associate Member - An associate member is anyone who attends regular meetings of the committee and although interested in radio interference is not actively in committee work.

Other Organizations - Members of the RITC can not maintain their membership if they belong to an organization which opposes or disagrees with the tenets of the RITC.

Applications for Membership - Applications for membership in the RITC shall be endorsed by two members who have first hand knowledge of the applicant and his interests in radio interference.

Notice of Rejection - If an application for membership is rejected the Secretary shall send to the applicant a notice of such rejection, but neither the Secretary or other officers shall be obligated to report the cause for such rejection.

Election - Application for membership in this committee whose applications are correctly prepared may be elected by a majority vote of the members at any regular meeting.

DICIPLINE

Conflicting Interests - If a member of this committee persists in working against the interests of the committee or against advancement of the science of radio interference, it shall be the duty of the committee officers to call a meeting and remove the name of the member guilty of this offense from the roster.

Unjust Publications - If a member of this committee publishes, or causes to be published, an article that is false or unjust, hence injurious to the science of radio interference or to the RITC, the offender shall be suspended for not less than three years from membership.

COMMITTEE RULES OF ORDER

Conducting Business - The procedure at all regular meetings of the RITC will be conducted in accordance with parliamentary law as outlined in Robert's Rules of Order.

Voting - If the question is undebatable, or debate has been closed, the Chairman, after stating the question, will put it to a vote. The vote will be signified by raising the right hand. Voting on any issue will not be conducted at any meeting having less than 50% of the registered voting members present. Voting concerned with the election of officers shall require a 2/3 majority of the voting members present for election. Associate members will not vote on any business which will be reported in the minutes of the meetings.

Sub-Committees - Sub-committees will fall into two classes: (1) Standing sub-committees; (2) Special sub-committees. A member may be appointed to serve on not more than 3 sub-committees at the same time.

Standing Sub-Committee - Standing sub-committee members shall be appointed for a term of one year. The sub-committee shall consist of five, or more, members, the number of members always being an odd number, such as 5, 7, 9, and so forth. Insofar as possible the Chairman will appoint members to the standing sub-committee whose commercial interest represents as great a variety as possible. For example, a Standing Sub-Committee might contain certain members representing Component Manufacturers, Test Equipment Manufacturers, Airframe Manufacturers, Testing Labs., and so forth. Standing Sub-Committees shall include the following:

1. Measurements.
 - (a) Proper use of measuring equipment.
 - (b) Test setup requirements.
 - (c) Calibration of measuring equipment.
2. Instrumentation.
 - (a) Performance characteristics of Test Equipment.
3. Reports.
 - (a) Standard methods of presenting information.
4. Suppression Methods.
 - (a) Techniques of filtering, shielding, bonding, etc.
5. Suppression Reliability.
 - (a) Component reliability.
 - (b) Assembly and/or installation techniques.
6. Specifications.
 - (a) Clarify intent of specs.
 - (b) Confirmation from cognizant government group.
7. Pre-engineering cognizance.
 - (a) Education of equipment designers.
8. Publications.
 - (a) Minutes, Reports, Publish roster of membership.
9. Membership.
 - (a) Process applications. Prepare Roster.
 - (b) Acquaint prospective members with the RITC By-laws.
 - (c) Screening of nominations for officers.

The Minutes - The minutes recorded by the Secretary after having been approved by a majority vote of the membership shall be signed by the Chairman and the Secretary. Copies of the minutes shall be mailed to all voting members and all associate members. The publishing and circulation

of the minutes will be the responsibility of the Publications Sub-Committee.

Treasury - (At a later date a statement will be filled in here by special committee concerning initiation fees, members dues, disbursement, such as renting a meeting place, stationery and printing and so forth.)

MEETINGS

Regular Meetings - Regular meetings of the RITC will be held at least six times per year. The actual date and meeting place of each meeting will be decided upon by a vote of the members present at the previous meeting. Both voting members and associate members will be advised by mail of the date and meeting place at least two weeks prior to the date of the meeting.

Annual Meetings - Once each year the RITC will devote one of its regular meetings to the election of new officers. This election will be held in the month of _____ each year.

Rough draft prepared by A. T. Parker
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Re-stenciled - February 7, 1957 J. P. Dahl