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## The Association of the Alumni of ENAC

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### STATUTES OF ENAC ALUMNI

***IMPORTANT: This English translation of the Statutes of ENAC Alumni is provided for your convenience. The official statutes of the association are those registered with the Département de la Haute-Garonne in Toulouse, France. They are available in French only.***

#### A. GENERAL

##### Art. 1 NAME, SEAT

In accordance with the provisions of the [French] law of July 1<sup>st</sup>, 1901 and the decree of August 16<sup>th</sup>, 1901, it is created an association named Association of graduates of the National University of Civil Aviation (ENAC), and called ENAC Alumni, replacing the former INGENAC association. ENAC Alumni takes over the assets of INGENAC.

The association is headquartered at ENAC - 7, avenue Édouard Belin - TOULOUSE (Haute Garonne, France). It may be relocated to any other location by simple decision of the Executive Board; Ratification by the General Assembly will be required.

##### Art. 2 PURPOSE

ENAC Alumni aims to:

- Develop, support, promote and enhance activities or programs of general and cultural interests in the fields of aeronautics and aviation.
- Promote the sustainable development of aeronautics and aviation in France and around the world.
- Contribute to the influence of air transport, in both technical and cultural fields, by promoting continuing and initial training actions, particularly for the younger generations.
- Promote societal diversity in recruitment and training related to aviation and aeronautics.
- Promote the quality of research and innovation in the fields of aeronautics and aviation.
- As a secondary role, to help all its members in their research and/or professional transitions.

The Association refrains from expressing opinion on union, political, philosophical, and confessional issues. Any such opinion taken by a member of the Association cannot be attributed to the latter.



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### **Art.3 MEANS OF ACTION**

The means of action of the Association include:

- A website and a smartphone application, with several types of access, including privileges reserved for the active members of the Association.
- The publication of paper and digital information and communication media such as a newsletter, newsletters etc.
- The organization of training, meetings, internships, symposia and meetings of all kinds directly related to the purpose of the association defined in art 2, face-to-face or remotely.
- The allocation of relief funds (refundable or not), prizes, and rewards.
- The constitution of regional chapters or technical or professional groups.
- Membership in any organization designed to promote academic programs delivered by aeronautics training centers.
- The development of privileged partnerships with other structures: foundations, associations, companies, etc. without a union, political, philosophical, or confessional vocation.
- The establishment of subsidiaries, foundations or institutions that can facilitate the operations of ENAC, particularly in the field of research.

### **Art. 4 DURATION**

The duration of the association is unlimited.



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### Art. 5 COMPOSITION

The Association is composed of statutory members, associate members, and honorary members.

#### The STATUTORY MEMBERS (“membres TITULAIRES”) are:

- Holders of a diploma issued by ENAC and whose list is established by the Board of Administrators.

Active statutory members are statutory members in a regular situation with regard to [the payment of their annual due].

The prerogatives of the statutory members are the following:

- They benefit from services and benefits offered by the association.
- They are the only ones authorized to vote on the deliberations of all the deliberative bodies of the association.

#### The ASSOCIATE MEMBERS (“membres ASSOCIES”) are:

- Any person motivated by the promotion of the sustainable development of aviation and aeronautics whose membership has been accepted by the Board of Administrators of the Association.
- Any learner [enrolled in a program] of the National University of Civil Aviation (ENAC) [whose successful completion leads to the issuance of a diploma or a certificate and that is featured on the eligible list of programs] established by the Board of Administrators.

Active associate members are associate members in a regular situation with regard to [the payment of their annual due].

The prerogatives of associate members are the following:

- They benefit from services and benefits offered by the association.
- They are represented within the Board of Administrators in accordance with the procedures provided for in Article 7 of these statutes.

The honorary title of **HONORARY MEMBER (“MEMBRE HONORAIRE”)** may be awarded by the Board of Administrators to persons who render or have rendered services reported to the Association.

The prerogatives of the honorary members are the following:

- They benefit from services and benefits offered by the association.
- They receive an honorific invitation to the events of the association.

Any member may receive the titles of:

- DONATOR member (“membre DONATEUR”) if he pays an annual membership fee at least equal to five times the basic membership fee.



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- BENEFACTOR member (“membre BIENFAITEUR”) if he pays an annual membership fee at least equal to ten times the basic fee.

**The Board of Administrators reserves the right to refuse any application for membership if it seems contrary or harmful to the image or reputation of the association and/or that of ENAC.**

### Art. 6 RESOURCES

The Association's resources include:

- The membership dues,
- Gifts and bequests,
- Subsidies from ENAC, and any other resources authorized by the French Law of 1901 on associations,
- The proceeds of remuneration received for services rendered,
- The proceeds of contracts related to the operation of its subsidiaries,
- The proceeds from the sale of derivative products (objects customized with the logo of the Association or its partners) or services offered by the Association. Other resources not provided for by the Law of 1901 are considered lawful as long as the funds are used in the interest of the objects of the Association.
- The proceeds from partnership contracts (e.g., corporate partnerships).
- The proceeds from the events organized by the Association.

For all Statutory and Associate members, the amount of the membership fee is set each year by the Board of Administrators and approved by the Ordinary General Assembly. Similarly, the Ordinary General assembly sets the list of diplomas / training to which correspond the statutes of full members and associate members.

The Board of Administrators may grant, based on the fully documented request or on the proposal of an Administrator, a partial or total waiver of the membership due, or a payment plan for the membership fee.

### B. ADMINISTRATION AND OPERATION

#### Art. 7 LOSS OF MEMBERSHIP

The quality of membership of the association is lost:

- By death,
- By resignation submitted in writing to the President,
- By exclusion by decision of the Board of Administrators.

Any member who has not paid his contribution within the prescribed time is suspended from the exercise of his prerogatives until his situation is regularized.



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### **Art. 8 BOARD OF ADMINISTRATORS (“CONSEIL D’ADMINISTRATION”)**

#### **1. Principles**

The Association is administered by a Board of Administrators composed of a minimum of 10 Administrators and a maximum of 20 Administrators.

At least two seats on the Board of Administrators are allocated to each member holding each diploma. Two seats are allocated to representatives of the associate members.

The members of the Board of Administrators act on a voluntary basis and are subject to the duty of discretion. French is the main language of spoken and written exchanges within the Board of Administrators.

#### **2. Elections**

Only active members elect the Administrators who will sit on the Board of Administrators.

This election takes place during the month preceding the Ordinary General Assembly of ENAC Alumni; it can be organized either physically, by mail, or electronically, depending on the availability of the voters. Each full member will be informed with a reasonable time of the holding of these elections and eligible full members invited to submit their candidature, which will specify, for holders of several ENAC diplomas, under which diploma this candidacy is presented.

The result of the election is proclaimed at the Ordinary General Assembly that follows it.

#### **3. Allocation of seats and management of vacancies**

The two candidates representing each diploma who obtained the best scores are elected to the Board of Administrators.

In the event that a seat of one or more parties is not filled, for lack of candidates or for any other reason, and within the upper limit of the number of Administrators, the candidates shall be elected in the order of the number of votes obtained during the ballot.

No candidate may be elected unless he or she has obtained at least 50 percent of the votes in the ballot.

Associate members wishing to be represented on the Board of Administrators send a resume and a letter of motivation to the Board of Administrators within one month of the General Assembly. The elected Board of Administrators appoints from among its members the representatives of the associate members of the Board of Administrators from among the declared candidates. In the absence of a candidate, the seats of the associate members remain vacant.

#### **4. Mandate**

The term of office for the Administrators is two years.



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The renewal of the Board of Administrators is done annually without limitation of the number of mandates. However, beyond 3 consecutive mandates, the number of consecutive mandates will be communicated for information at the time of the election.

Any director wishing to renew his mandate must attach to his candidacy the factual report of his actions during his mandate.

### **Art. 9 THE EXECUTIVE BOARD (“BUREAU”)**

During the first Board of Administrators following the Ordinary General Assembly, the Board of Administrators elects from among its members, by show of hands or secret ballot (requested by at least two members of the Board of Administrators in office), an Executive Board (“Bureau”) composed of:

- A President,
- Up to 3 Vice Presidents,
- A Secretary,
- A Deputy Secretary (optional),
- A Treasurer,
- A Deputy Treasurer (optional).

The Executive Board (“Bureau”) is elected for one year. All its members are eligible for re-election without limits on the number of terms.

The Executive Board (“Bureau”) is responsible for the implementation of the Association's policy and its management.

**The PRESIDENT** orders the expenses. He is responsible for the use of the means available to the Association and directs its services, its employees, and its publications. He represents the Association in court and in all acts of civil life, and must therefore enjoy his civil rights.

**The TREASURER** collects the debts of the Association and gives a receipt. He keeps the accounts and pays the sums due by the Association on mandate of the president.

**The SECRETARY** keeps the records of the Association and draws up the minutes of the meetings of the Board of Administrators and the General Assembly.



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### **Art. 10 INDEMNITIES**

The functions of members of the Board of Administrators and the Executive Board ("Bureau") are free and voluntary. Only the expenses incurred by the accomplishment of their mandate are reimbursed on the basis of supporting documents.

### **Art. 11 ORDINARY GENERAL ASSEMBLY ("ASSEMBLÉE GÉNÉRALE ORDINAIRE")**

The Ordinary General Assembly of the Association brings together its members. In addition to the services that the President may ask employees to provide, he may also invite them to attend as guests.

The Ordinary General Assembly meets annually.

For each General Assembly:

- The agenda is defined by the Board of Administrators and must be sent to all full members of the Association, if possible 30 days in advance. It must include at least the validation of the amount of the nominal contribution, any reductions granted and the date of implementation of the new amounts in the event of changes.
- The Executive Board ("Bureau") is that of the current Board of Administrators;
- Deliberations shall be submitted to a majority of the titular members present or represented by show of hands or secret ballot (physical or digital). Each active titular member present may not hold more than ten powers. Postal voting is only permitted in connection with the election of Administrators;
- The secret ballot may be requested either by the Board of Administrators or in session by an active titular member.

It is held face-to-face and/or remotely.

### **Art. 12 EXTRAORDINARY GENERAL ASSEMBLY ("ASSEMBLÉE GÉNÉRALE EXTRAORDINAIRE")**

The Extraordinary General Assembly meets whenever it is convened by the Board of Administrators or at the request of at least one quarter of the statutory members of the Association. It is triggered when a significant change must be made, such as modification of the corporate purpose, modification of the statutes, dissolution of the association, etc.

The convening procedures are the same as for the Ordinary General Assembly.

Deliberations shall be taken by a majority of the members present.

It is held face-to-face and/or remotely.



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### C. AMENDMENT OF THE STATUTES - DISSOLUTION

#### Art. 13 AMENDMENT OF THE STATUTES

The statutes may only be amended on the proposal of the Board of Administrators or one-tenth of the active full members. Proposals for amendments are placed on the agenda of the next Extraordinary General Assembly following the decision of the Board of Administrators to amend the articles of association or its registration of the request to amend them by one-tenth of the active statutory members.

#### Art. 14 DISSOLUTION

The Extraordinary General Assembly called to decide on the dissolution of the Association is convened especially for this purpose. It must bring together at least half plus one of its active statutory members (present or represented). If this proportion is not reached, the meeting is reconvened at least 15 days apart and this time it may validly deliberate regardless of the number of active statutory members present or represented. In all cases the dissolution can only be voted by a majority of 2/3 of the statutory members present or represented.

In case of dissolution the General Assembly appoints one or more commissioners responsible for the liquidation of the assets of the Association. It allocates the net assets to one or more similar public or public benefit institutions.

#### Art. 15 AGREEMENT OF THE AUTHORITIES

The deliberations of the General Assembly relating to the modification of the statutes, or the dissolution are addressed without delay to the Registry of Associations of the Département de la Haute-Garonne.

### D. SUPERVISION AND INTERNAL REGULATIONS

#### Art. 16 INFORMATION TO THE AUTHORITIES

The President must inform within 3 months to the Registry of Associations of the Département de la Haute-Garonne all changes in the administration or management of the Association.

The records of the Association and its accounting documents will be presented, without travel, at the request of the supervisory authorities, particularly those with which the Association has entered into partnership agreements, to their delegates or to any accredited official.

The annual report and accounts shall be sent annually to these authorities.





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### **Art. 17**            **MONITORING**

The Minister of the Interior and the Minister responsible for Transportation have the right to send their representatives visit the establishments founded by the Association and to report on their operation.

### **Art. 18**            **RULES PROCEDURE**

The rules of procedure prepared by the Board of Administrators, to specify the modalities of application of these statutes are sent to the Registry of Associations of the Département de la Haute-Garonne.

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End of the Statutes

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Association of Graduates from ENAC

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## List of ENAC Alumni Diplomas and Certificates

### A. List of diplomas conferring entitlement to membership Full and grouping

#### **EPL Programs**

- EPL
- PP1
- PNT
- ATPL

#### **TPI Programs**

- EPC

#### **IENAC Programs**

- IENAC
- IEEAC
- IENAC APPR

#### **ISESA Programs**

- CTA
- ATNA/TS
- TNA/I
- ESA
- IESSA
- ISESA

#### **MCTA Programs**

- CNA/C
- CNA/R
- ANA/C
- ATNA/CA
- TNA/E
- OCCA
- ICNA
- MCTA

#### **TSA Programs**

- ANA/R
- ANA/T



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- ANA/D
- TAC
- TSEEAC
- TSA
- GSEA
- FCTL

### TAE Programs

- EA
- TAE

### Specialized Master's Programs

- MS AATM
- MS AGCSE
- MS APM
- MS ASAA
- MS AVI
- MS CNS
- MS CNSS
- MS EA
- MS EAGTA
- MS MA
- MS MTA
- MS NAV
- MS CHOPS
- MS MBA
- MS ANSEO
- MS ALM
- MS AM
- MS ANSEO
- MS APM
- MS ASAA
- MS MTA
- MS SMA
- MS UASSM

### National Master's Degrees

- ASNAT
- IATOM
- IATSED
- M2\_ACS
- M2\_DC



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### Association of Graduates from ENAC

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- M2\_EMO
- M2\_IHM
- M2\_GNSS
- M2\_IT
- M2\_RO
- M2\_SSIR

#### **Air Transport University**

- UTA

#### **B. List of DGAC Certifications or bodies entitling them to associate membership**

- Any agent of the DGAC, not holding an ENAC diploma, recruited in one of the IPEF, IEEAC corps.
- IESSA, ICNA and TSEEAC, through professional examination, professional selection or recruitment on the basis of qualifications.
- TCAR.
- French "Marine Nationale" training programs: CCA, CCAR, CSCA.
- ATCO (including MUAC).

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**End of the Document**

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