

NRNA NCC USA's **Membership Policy**

Revision: 2

(2nd Amendment 2021)

Prepared By:

NRNA NCC USA

Approved by NRNA NCC USA Executive Committee on
02/06/2021

Non-Resident Nepali Association, National Coordination Council, USA has adopted following membership policy. This policy will be effective immediately after approval by the NRNA NCC USA Executive Committee Board. This is the second amendment of membership policy.

1. Eligibility

To be the eligible to get the membership of NRNA NCC USA, a person shall satisfy the following eligibility criteria.

1.1. The applicant shall be at least 18 years old.

1.2. The applicant shall be either a

1.2.1. Nepali citizen or

1.2.2. Person of Nepali Origin ("PNO") ("NPO means a citizen of any country other than SAARC countries who himself/herself or his or her parents or grandparents were ever a Nepali Citizen per the Non-Resident Nepali Act, 2064 of the Government of Nepal) or

1.2.3. Spouse of a NRN

1.3. The applicant shall be either a

1.3.1. Citizen of the United States of America or

1.3.2. Permanent resident (green) card holder in the USA or

1.3.3. "PNO" currently living in any States or Territories of the USA or

1.3.4. Citizen of Nepal living in any country other than SAARC for a minimum of two years and currently living in any States or Territories of the USA. Such person shall not be an employee of the Nepal Government serving in a diplomatic mission or consulate and shall not be in a student visa in USA.

2. Required documents during application submission

2.1. The applicant shall have a government issued identification document to certify that he/she is eligible to be a NRNA USA member as defined in the section 1 above. Any **one** of the following documents is considered valid and is acceptable.

2.1.1. Passport issued by the Government of Nepal.

2.1.2. Passport issued by the Government of USA.

2.1.3. Permanent Resident Card (green card) issued by the Government of USA.

2.1.4. Identification card or Driver License issued by US State Government.

2.1.5. Birth certificate issued by the US Government.

2.2. The applicant shall submit one of the identification document mentioned in Section 2.1 during the application process.

2.3. The applicant shall complete the online membership registration form available at www.nrnusa.org.

2.4 There are 365 Lifetime Members in the previous (old) Life-Time Members list (<https://nrnusa.org/membership/verified/lifetime/member/>). Some of them are already re-enrolled to the current system but most of them are still not enrolled. There are some who do not wish to enroll in the current system because of the ID requirements. Since they are already approved members, Payment and ID requirements shall be waived as current bylaws do not apply to the previous (old) life members. This provision will be applicable for only those previous (old) Life Time Members who are on this list in <https://nrnusa.org/membership/verified/lifetime/member/>. Records will be kept for all those life members who are waived for ID requirements for auditing purposes.

3. Payment for membership due

- 3.1. Payment for the membership due shall be made via paypal or credit card or debit card only.
- 3.2. Each paypal account or credit card or debit card shall not be used to pay for more than 4 applicants.

4. Application process

4.1 New Member Registration

१. <https://www.nrnusa.org/> जानुहोस।
२. Member Registration थिचुहोस । <https://www.nrnusa.org/user/signup/>
३. ४ मध्य १ Criteria, जुन तपाईंसंग मिल्दोजुल्दो छ, Select गर्नुहोस।
४. **Submit** थिचुहोस ।
५. Form भर्नु होस अनि फोटो अपलोड गरि सके पछि **Next** थिचुहोस
६. ६ मध्य १ Criteria, जुन तपाईंसंग मिल्दोजुल्दो छ, **Select** गर्नु होस
७. उपयुक्त फोटो आईडीको ब्यहोरा छान्नुहोस र उपयुक्त फोटो आईडी **Upload** गर्नुहोस
८. **Next** थिचुहोस ।
९. Review गरी सके पछि **Submit** थिचुहोस
१०. इमेलमा आएको Activation Link क्लिक गर्नुहोस
११. फोनको टेक्स्ट मेसेजमा आएको **OTP** नम्बर भरेर **Submit** थिचुहोस
१२. **Account** मा लगिन गर्नुहोस
१३. पैसा तिर्नको लागि **Payment** थिचुहोस
१४. PayPal या क्रेडिट/डेबिट कार्डबाट पैसा तिर्नुहोस
१५. सदस्य बन्ने प्रकृया पुरा भयो
१६. Verification Committe ले Review गरी सके पछि ५ दिन भित्र Accept, Reject अथवा Verify हुन नसकेको कारण सहित इमेल आउनेछ ।

नोट: यदि तपाईंको इमेलमा लिंक आएन भने, Spam Folder अथवा Blocked List चेक गर्नुहोस

4.2 General Member Renewal or Upgrade to a Life Member

१. लगीन को लागि <https://www.nrnusa.org/user/password-reset/> जानुहोस
२. पास वार्ड रिसेट को लागि **Forgot Password** थिच्नुहोस
३. **Renew Membership Term** अथवा **Update to LifeTime** थिच्नुहोस
४. PayPal या क्रेडिट/डेबिट कार्डबाट पैसा तिर्नुहोस
General Member : \$20
LifeTime Member: \$150
५. Renewal अथवा Upgrade प्रकृया पुरा भयो

5. Membership verification process

5.1 The NRNA NCC USA board shall form a 7 membered Verification Committee to verify and approve the membership application based on the required documents. The verification committee may ask respective State Chapter or Focal person for verification of an applicant.

5.2 The time-table of the verification will be as per the bylaws of NRNA NCC USA or as per the decision of the NRNA NCC USA Executive Committee.

5.2 The members of Verification Committee will not be eligible to contest for any executive position (NRNA ICC Member or NCC Board or Chapter Committee) where the verified members directly vote for those candidates. If someone and his/her immediate family members (father, mother, wife/husband, brother, sister, son, daughter) is contesting the upcoming election, he/she will not be eligible to be in any of the membership verification committees.

5.3 The applicant may question to the Verification Committee about the approval or disapproval of the membership application. If any person is not satisfied with the decision of verification committee, he or she may complain to the NRNA NCC USA. In this case, the decision of NRNA NCC USA will be final.

5.4 Verification committee shall contact each member via email and may follow up via phone to verify the information/document submitted during application process.

5.5 The verified names of the members shall be shared to the election committee after verification is completed via NRNA NCC USA executive board.

5.6 Collected application and documentation of the verified members shall remain confidential. It will be the property of the NRNA NCC USA. **The NCC Board or Verification committee may publish the Membership Number, Name and State of a member in the official website of NRNA NCC USA.**

5.7 Each member of the membership validation committee shall take oath and sign the confidentiality and non-disclosure agreements.

5.8 The reason for not approving an applicant shall be documented, clearly written and provided to the applicant. Documents received by the verification committee for the rejected applicants will be kept on secure file by NRN NCC USA for two years or till the last trimester of the board term, whichever comes first, and then permanently destroyed (electronically deletion or physically shredded) in presence of a minimum of three elected members of the running board.

6. Conflict Resolution

6.1. Any conflict arising from this policy shall be decided and resolved by the **NRNA NCC USA Executive Committee**. Such decision will be the final.

7. Disclaimer Form NRNA-USA-001

All applicants shall complete and sign the following NRNA-USA-001 form as a part of application process.

- **FORM NRNA-USA-001**

- I am applying to become a member of NRNA NCC USA. Under the penalty of perjury per the bylaws of NRNA NCC USA (NRN NCC USA) and all applicable laws of the United States of America, I hereby authenticate that the information, material and documents provided by me within this application are true and correct. I further certify that the information provided below is true and valid. I am aware that each of the following information, material and document submitted and provided to the NRNA NCC USA to complete this application is subject to review by NRNA NCC USA's Membership Verification Committee or the Board. I will respond to the enquiry submitted to me via email or the phone by the Committee within the requested time. If I do not respond to the email and submit the requested valid documents or information, I may be removed from the system as the applicant. If false information, material or document is submitted, I will be immediately disqualified as the applicant and may be subject to the penalty or punishment as required by the bylaws and the applicable Laws of the United States of America. I am aware that the application fee submitted with incomplete or invalid information will not be returned. If I do not return the email and/or phone call requested by Membership Verification Committee or the Board and provide the requested valid documents/information within the specified time, I am aware and agree that the application fee will be forfeited.
- **Mark one of the following four categories:**
 - **7.1 I am a Nepali citizen and have lived out of Nepal (other than SAARC countries) more than 2 years and currently living in the USA. I am not a Permanent Resident (green card holder) of the USA.**
 - **7.2 I am a Nepali citizen and a Permanent Resident (green card holder) of the USA.**
 - **7.3 I am a US citizen but I am a PNO [People of Nepali Origin = I was or my parents or my grand-parents are/were citizen(s) of Nepal]**
 - **7.4 I am a foreign (Non-Nepali, Non-USA and Non-SAARC country) citizen but I am a PNO [People of Nepali Origin = I was or my parents or my grand-parents are/were citizen(s) of Nepal]**
 - **I am spouse of a NRN.**
 - **I certify, under penalty of perjury, that I am 18 years old, not an employee of the Nepal Government serving in the diplomatic mission or consulate and not in a student visa in USA. I further certify that the information provided on this form and any documents submitted by me are complete, true and correct. My name below proves that I intentionally completed and signed this form.**

8. Amendments

8.1. Any amendment to this policy requires a NRNA NCC USA's board approval.

END OF THE POLICY