

NORTHERN TERRITORY OF AUSTRALIA
BATCHELOR INSTITUTE OF INDIGENOUS TERTIARY EDUCATION
(COMMON SEAL) BY-LAWS

As in force at 7 November 2001

Table of provisions

1	Citation	1
2	Definition.....	1
3	Form of common seal.....	1
4	Custody of common seal	1
5	Use of common seal	1
6	Method of sealing	2
7	Register of use of common seal	2

ENDNOTES

NORTHERN TERRITORY OF AUSTRALIA

This reprint shows the By-laws as in force at 19 July 2000. Any amendments that commence after that date are not included.

BATCHELOR INSTITUTE OF INDIGENOUS TERTIARY EDUCATION (COMMON SEAL) BY-LAWS

By-laws under the *Batchelor Institute of Indigenous Tertiary Education Act*

1 Citation

These By-laws may be cited as the *Batchelor Institute of Indigenous Tertiary Education (Common Seal) By-laws*.

2 Definition

In these By-laws, unless the contrary intention appears, **common seal** means the common seal of the Institute.

3 Form of common seal

The common seal is to contain the words "Batchelor Institute of Indigenous Tertiary Education".

4 Custody of common seal

The Director must hold the common seal in safe custody and available for use as authorised in these By-laws.

5 Use of common seal

- (1) Subject to subclause (2), the common seal is to be affixed to a document only under the authority of a resolution of the Council:
 - (a) in relation to a specific document; or
 - (b) in relation to a class of documents.
- (2) The Director may, without the authority of a resolution of the Council, affix the common seal to:
 - (a) a document that is required to be executed to give effect to a resolution of the Council;
 - (b) a document that is required to be executed in respect of a transaction entered into on behalf of the Institute by a duly authorised person; or

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- (c) the By-laws and rules of the Institute.
 - (3) The Director may, without the authority of a resolution of the Council, direct the Deputy Director, Registrar or other officer of the Institute to affix the common seal to documents referred to in subclause (2).
 - (4) If the common seal is affixed in accordance with subclause (2) or (3), the Director must advise the Council of the details at its next meeting.

6 Method of sealing

- (1) The Council must determine by resolution:
 - (a) the form of the attestation clause that is to be used for; and
 - (b) the person or persons whose signatures must be attached to, a specific document or a class of documents to which the common seal is, or is to be, affixed.
- (2) Subject to subclause (3), the Council may determine by resolution that a signature may be attached to an attestation clause by mechanical or electronic means.
- (3) At least one signature attached to the attestation clause on a document must be an original signature by the hand of the person attesting.

7 Register of use of common seal

The Director must maintain a register of the use of the common seal and must, on each occasion that the common seal is affixed to a document, record in the register the details of the document, the date of affixing the seal and the names of the attesting signatories.

ENDNOTES

1 KEY

Key to abbreviations

amd = amended

app = appendix

bl = by-law

ch = Chapter

cl = clause

div = Division

exp = expires/expired

f = forms

Gaz = *Gazette*

hdg = heading

ins = inserted

lt = long title

nc = not commenced

od = order

om = omitted

pt = Part

r = regulation/rule

rem = remainder

renum = renumbered

rep = repealed

s = section

sch = Schedule

sdiv = Subdivision

SL = Subordinate Legislation

sub = substituted

2 LIST OF LEGISLATION

Batchelor Institute of Indigenous Tertiary Education (Common Seal) By-laws

Notified 19 July 2000

Commenced 19 July 2000