



VIDARBHA MANAGEMENT ASSOCIATION

Dear Members,

Please find below election policy manual for 2018-19.

Regards,

Aniruddh Hazra
Secretary, 2017-2018
Vidarbha Management Association

This manual outlines the procedure to be followed for election of President, Vice President, Secretary, Treasurer & Executive Committee Members of Vidarbha Management Association, as per the provisions of clauses 7.1, 8, 10 & 11 of the constitution.

Name and type of Post:

1. The Executive Committee shall be one President, one Vice President, one Secretary, one treasurer & 7 Executive Committee Members.
2. The President and Vice President shall be elected by preferential voting system and the others by simple majority.

Eligibility for Voting and Standing in Elections:

1. The Members eligible to vote are those members who have paid their Membership dues on or before 30th June 2017.
2. Only those members who are eligible to vote can contest election.
3. All Corporate Members have to submit names of two representatives who will represent the Corporate Member to the Secretary by 27th January 2018. Only these representatives are eligible to contest the election and vote during the election.

Voting:

1. Voting can be done by members, only if they are physically present during the date of election.
2. Voting by Proxy is not allowed.

Election Officer:

1. The election officer appointed for the Election of Executive Committee for 2018-19 is Mr. Sameer Agrawal
2. In case of his unavailability, Mr. Yusuf Master will be the Election Officer.

Schedule of Elections for Executive Committee for 2018-19

24-12-2017 (Sun)	Notice to members for Election
21-01-2018 (Sun)	Publication of Provisional Voters' List & Display
04-02-2018 (Sun)	Objection to provisional voters' list by 5.00 pm
11-02-2018 (Sun) publication of final voters' list.	Decision of election officer on objection &
18-02-2018 (Sun) Forms before 5 PM	Last date of submission of Nomination
19-02-2018 (Mon)	Scrutiny of Nominations
25-02-2018 (Sun)	Display of the list of Nominations (10.30 AM)
04-03-2018 (Sun)	Elections and Declaration of Results (10.30 AM)

Objections to Voters List, Omissions, Deletions, Additions, etc.

1. If any Member has any objection(s) on the list of Eligible Members, he/she shall file his/her Objection(s) on or before 04-02-2018 by 5.00 PM.
2. All objections received after this date shall be rejected without assigning any reason.
3. All objections filed on or before 04-02-2018 by 5.00 PM, shall be considered and all such objections shall be treated and discussed on merit and a ruling shall be given. This ruling shall be informed to the concerned person, which he/she shall acknowledge.

Publication of Provisional Voters' List, Final Voters' List & Nomination List:

1. The publication of lists shall be uploaded on VMA Website, the link of which will be circulated to members using Whatsapp & SMS. The list will be displayed at all regular meetings of the association, during the schedule.
2. No Member can claim of non receipt of lists on any account.
3. In case any member fails to notice the lists, he/she can inquire about the same with the secretary, who in turn shall make necessary arrangements.

Procedure to send Nomination Forms:

1. Nominations for all the posts of Executive Committee shall be sent in prescribed form only given in this Policy Manual.
2. The last date to file nominations for various posts and executive committee is on or before **5.00 PM on 18th FEBRUARY 2018.**
3. All nominations received after this cut off time shall be automatically rejected.
4. Nominations shall be deemed to have been received only if the Member delivers his nomination paper personally to the secretary who will issue a acknowledgement to that effect.

Special Case for change in Last Dates for submitting Nominations:

1. In the event wherein not a single nomination is received for a particular post by **19th FEBRUARY 2018, 5.00 PM,** then the Election Officer shall display the nominations on the floor of Election Meeting, for a duration which he feels is proper and all such nominations shall be considered as valid, and elections held if necessary.
2. No separate notice will be issued in such a case.

Ballot Papers:

1. The Ballot Papers and Ballot Boxes for election shall be prepared by Secretary on instructions of the Election Officer.
2. The decision of Election Officer as regards to Ballot Papers, Ballot Boxes and Voting procedure shall be final.