



ASSOCIATION OF CONSULTING CIVIL ENGINEERS (INDIA)

(Registered under the Societies Act-1960) Reg. No. 25/85-86

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NOTICE FOR ELECTION OF OFFICE BEARERS TO THE GOVERNING COUNCIL ACCE(I) HEAD QUARTERS 2015–2017

The Governing Council of the **Association of Consulting Civil Engineers (India)** at its meeting held at Bangalore on 13th November 2014 has decided that the AGM-2015 will be held as per Byelaws of ACCE(I) in June 2015. The Governing Council has authorized the Secretary General to ensure that the process for election 2015–2017 is completed well before the date of AGM.

Mr. Chandramouleeswar S, Governing Council Member has accordingly been appointed Polling/ Returning Officer for the Election 2015 – 2017 by the Governing Council.

Notice is hereby given to all members of Association of Consulting Civil Engineers (India) that the Elections for the tenure 2015 - 2017 will be conducted by postal ballot according to the Bye-laws.

The election for the Headquarters shall be conducted by the duly appointed respective Returning officer.

The election for the Centers shall be conducted by the duly appointed Returning officer of that Centre. The Returning Officer shall be a member of the Managing Committee of that Centre for the current term (2013-2015) and who has no interest in being an Elected Officer Bearer, if eligible as per bye-laws, for the term 2015-2017.

The name of the Returning Officer along with their mobile number and email id, shall be sent to the Headquarters immediately upon appointment and before the commencement of the Election process.

The electorate will consist of the members of the Association, whose subscription for the period up to date of notification of the electoral process, is paid in full excluding those mentioned under Clause. E of Annexure to this letter.

Further details regarding the elections are detailed in the succeeding pages.

PLACE : BANGALORE

DATE : 21.01.2015

Chandramouleeswar S

Chandramouleeswar S
Returning/Polling Officer,

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SURYA PRAKASH. P

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ACCE(I) HQ & ACCE(I) Centers Elections - Term 2015-2017

A. CENTERS:

Recognized Centers of ACCE(I) (Listed Alphabetically) for which election are being held, along with ACCE(I) HQ are:

AHMEDABAD	DAVANAGERE	MANGALORE
BANGALORE	DHARWAD	MYSORE
BIDAR	HYDERABAD	NAGPUR
CHENNAI	INDORE	NASHIK
CHIDAMBARAM	KARIMNAGAR	VISAKHAPATNAM
COIMBATORE	MADURAI	

B. POSTS FOR WHICH ELECTIONS ARE BEING HELD:

1. ACCE(I) HEAD QUARTERS:

1	President
2	Vice President (South)
3	Vice President (North)
4	Vice President (East)
5	Vice President (West)
6	Secretary General
7	Treasurer

2. ACCE(I) CENTERS:

1	Chairman
2	Secretary
3	Treasurer
4	Managing Committee Member
5	Managing Committee Member
6	Managing Committee Member

C. ELIGIBILITY CRITERIA FOR CONTESTING ELECTIONS FOR THE POST OF OFFICE BEARERS:

1. ACCE(I) HQ:

- 1 **President:** (As per clause 4.8.5 (b) of memorandum, bye-laws, Rules and Regulations of ACCE(I))
 - a) Must be on the Rolls of membership of ACCE(I) as on date of call for nominations.
 - b) Must have been a member of ACCE(I) for at least Five years
 - c) Must have served as a member of the Governing Council for at least two terms (4 years).
 - d) Must not have been an office bearer either at the Headquarters or at the Centre for two consecutive terms immediately preceding this election.

Desirable: Been an elected office bearer as Chairman/Secretary/Treasurer for at least two terms any local Centre in addition to the above.

2 **Vice President:** (As per clause 4.8.5 (c) of memorandum, bye-laws, Rules and Regulations of ACCE(I))

- a) Must be on the Rolls of membership of ACCE(I) as on date of call for nominations.
- b) Must have been a member of ACCE(I) for at least Five years.
- c) Must have been a member of the GC or as Chairman/Secretary of a Centre for at least two terms (4 years).
- d) Must not have been an office bearer either at the Headquarters or at the Centre for two consecutive terms immediately preceding this election.

- 3 **Secretary General:** (As per clause 4.8.5 (d) of memorandum, bye-laws, Rules and Regulations of ACCE(I) to be read in conjunction with Clause 8.2.3).
- Must be on the Rolls of membership of the Centre of ACCE(I) where the Registered Office of the Association is located, as on date of call for nominations.
 - Must have been a member of ACCE(I) for at least Five years.
 - Must have been a Chairman/Secretary of Bangalore Centre for at least one term or as a member of G C for at least one term.
 - Must not have been an office bearer either at the Headquarters or at the Centre for two consecutive terms immediately preceding this election.
- Desirable:** Been a member of the Governing Council for at least two terms in addition to the above.

- 4 **Treasurer:** (As per clause 4.8.5 (e) of memorandum, bye-laws, Rules and Regulations of ACCE(I) to be read in conjunction with Clause 8.2.4).
- Must be on the Rolls of membership of the Centre of ACCE(I) where the Registered Office of the Association is located, as on date of call for nominations.
 - Must have been a member of ACCE(I) for at least Five years.
 - Must have been a Chairman/Secretary/Treasurer of Bangalore Centre for at least one term (2 years) or a member of G C for at least two terms.
 - Must not have been an office bearer either at the Headquarters or at the Centre for two consecutive terms immediately preceding this election.
- Desirable:** Basic knowledge of Accounting, auditing and taxation laws.

2. **ACCE(I) CENTRES**(in accordance with Cl.8.9.8.3):

1 **Chairman:**

- Must be on the Rolls of membership of ACCE(I) as on date of call for nominations.
- Must have been a member of ACCE(I) for at least Five years.
- Must have been a member of the Managing Committee of the Centre for at least two term (4 years)
- Must not have been an office bearer either at the Headquarters or at the Centre for two consecutive terms immediately preceding this election.

2 **Secretary:**

- Must be on the Rolls of membership of ACCE(I) as on date of call for nominations.
- Must have been a member of ACCE(I) for at least Five years.
- Must have been a member of the Managing Committee of the Centre for at least two terms(4 years).
- Must not have been an office bearer either at the Headquarters or at the Centre for two consecutive terms immediately preceding this election.

3 **Treasurer:**

- Must be on the Rolls of membership of ACCE(I) as on date of call for nominations.
 - Must have been a member of ACCE(I) for at least Five years.
 - Must have been a member of the Managing Committee of the Centre for at least two term (4 years)
 - Must not have been an office bearer either at the Headquarters or at the Centre for two consecutive terms immediately preceding this election.
- Desirable:** Basic knowledge of Accounting, auditing and taxation laws.

4 **Three Elected Members of the Managing Committee:**

- Must be on the Rolls of membership of ACCE(I) as on date of call for nominations.
- Must have been a member of ACCE(I) for at least Five years.
- Must not have been an office bearer either at the Headquarters or at the Centre for two consecutive terms immediately preceding this election.

D. WHO CANNOT CONTEST ELECTIONS:

1. Members who are not on the Rolls of current membership of ACCE(I) as on date of call for nominations.
2. Members whose paid membership of ACCE(I) is less than Five years. **However this clause is not applicable in case of new Centers which are less than five years old. It is desired that in such new Centers Senior members shall have preference to hold office during these initial five years.**
3. Those who have completed two consecutive terms immediately preceding the Election as an office bearer either at Headquarters or at Local Centers.
4. Honorary members.
5. Organizational Members.
6. Associate Members.
7. Student Members.

E. WHO CANNOT VOTE IN THE ELECTIONS:

1. Members who are not on the Rolls of current membership of ACCE(I) as on date of call for nominations.
2. Members who are in arrears of subscription for membership of ACCE(I).
3. Honorary members.
4. Associate Members.
5. Student Members.

F. WHO ELECTS WHOM IN THE ELECTION:

SL. NO.	Designation	No. of Posts	Elected by
1	President	1	To be elected by all members of ACCE(I) in case of contest.
2	Vice-President	4	One from each region: North, East, West and South, to be elected by Members of the respective region, in case of contest
3	Secretary General	1	To be elected by all members of ACCE(I) in case of contest.
4	Treasurer	1	To be elected by all members of ACCE(I) in case of contest.

G. ELECTION SCHEDULE: TERM 2015-2017:

SL No	Particulars	Date & Time
1	Last date of for Call for Nominations	Wednesday, 21.01.2015
2	Last date for receipt of nominations	Wednesday ,11.02.2015 @ 05.00 PM
3	Scrutiny of nomination and circulation of list of contestants to the Contestant (if there is a contest)	Saturday, 14.02.2015
4	Last date for Withdrawal of nominations	Friday, 20.02.2015 @ 05.00 PM
5	Last date for Dispatch of Ballot Papers (if there is a contest)	Saturday, 14.03.2015
6	Last date for receipt of ballots	Monday, 13.04.2015 before 05.00 PM
7	Counting of ballots	Friday, 17.04.2015 @ 11.00 AM
8	Declaration of Results	Friday, 17.04.2015 @ 05 PM
9	AGM of All ACCE(I) Centres & Installation of New Office Bearers to be completed on or before (Cl.8.9.8 of Bye-Law)	Monday, 4th May 2015
10	ACCE(I) HQ AGM 2015 & Installation of New Office Bearers to be completed at Dharwad, Karnataka, on	Friday and Saturday 12th - 13th June 2015

H. GENERAL CONDITIONS OF ELECTIONS, CODE OF CONDUCT, ETC.,

The under-mentioned rules and regulations including the ACCE(I) Code of Conduct shall be followed strictly, and violation of the same shall result in countermanding the process of election, including disqualification of candidature, if proved guilty of violation of the generally accepted norms of election as per existing bye-laws, and their interpretation.

1. The election for the various posts of Office Bearers shall be by postal ballot as per clause 4.8.9 of the Memorandum, Bye-Laws, Rules and Regulations, of ACCE(I) in vogue on the date of notification of this election.
2. Every member shall have as many votes as there are vacancies but the method of election shall be non-cumulative multiple distribution vote i.e. no member shall cast more than one vote in favour of any one candidate as per clause 4.8.9 of the Memorandum, Bye-Laws, Rules and Regulations, of ACCE(I) in vogue on the date of notification of this election.
3. Nomination forms are available in the website **accehq.net** in the PDF format. The same can be downloaded duly filled and sent by **Courier/Speed post/Registered Post** in a cover super scribed **“NOMINATION FOR ACCE(I)-HQ - ELECTIONS 2015–2017”** for Election to Headquarters to:

**The Returning Officer – Term 2015-2017,
Association of Consulting Civil Engineers (India)
No. 2, UVCE Alumni Association Building,
K R Circle,
BANGALORE – 560 001.**

4. Nominations for Centre Elections shall be sent by **Courier/Speed post/Registered Post** in a cover super scribed **“NOMINATION FOR ACCE(I) – (Name of Centre) - ELECTIONS 2015–2017”** to the respective Address as indicated by the Returning Officer for each Center.
5. Canvassing in any form other than as stated above, will attract disqualification of the candidate as per clause 4.8.9 of the Memorandum, Bye-Laws, Rules and Regulations, of ACCE(I) in vogue on the date of notification of this election.
6. Elections shall be held only for those posts listed as above, and no additional post shall be created by any Center at any time.
7. The designations for the various posts are sacrosanct and shall not be subjected to any changes.
8. The number of elected Governing Council/Managing Committee members shall be restricted to the numbers mentioned above. However the Governing Council/Managing Committee can co-opt more members depending on the need of the Headquarter/Center. It is suggested that the number of co-opted members be kept to the minimum required to avoid bloated and ineffective GC/MC.
9. **All duly filled and complete nominations papers, for the Headquarters / Centers for all posts, by aspiring candidates, should be sent to the respective Returning officer for scrutiny, validation and to carry forward the electoral process of conducting the elections.**
10. Nomination may be filed in the forms downloaded, using separate form for each post. On notification of contesting candidates in full, withdrawals by due date is permitted.

11. In case of any disputes, it will be resolved amicably by the Returning Officer his/her decision shall be binding on all parties concerned.
12. **No verbal communication or telephonic conversation with regard to the election or its process will be entertained and all correspondence shall be in writing or through email to returningofficeracce@gmail.com as well as admin@accehq.net for Headquarter election and to the respective Returning Officer of that Centre.**
13. If any candidate/s is/are found violating any of the standards of our Association's Electoral process, by any of our member/s, the same may be reported with proper evidence to the Returning Officer in writing by them without necessarily disclosing their identity. The reported violation shall be investigated by the Returning Officer and suitable action will be initiated as appropriate by the Returning Officer and his decision shall be final.
14. Upon completion of the electoral process and declaration of results, **"One man one post rule"** shall be strictly followed, and in the eventuality of any candidate getting elected for two posts concurrently, the candidate will have to forego one post of his/her choice.
15. **It is the responsibility of the Headquarters and Centers, through the duly appointed Returning Officer, to conduct the elections in a fair and transparent manner. Co-operation and support is sought from all the intending Contestants and the members of the Association to help in completing the process diligently.**

I. SUGGESTED GUIDELINES:

1. All members intending to contest the election for various posts either at the Headquarters or the Centers are requested to submit their **Vision, Mission and Objective statement**, in hard as well as soft format (MS Word or PDF) along with their nomination papers, not exceeding 300 words in an A4 size sheet, with regard to their envisaged plan of action for achieving the objectives of the Association during their tenure.
2. Contestants are requested to affix a latest Passport size photograph of themselves in JPEG format, not exceeding 200KB, in the soft copy of the VMO submitted by them during the process of filing their nominations.
3. Upon scrutiny and acceptance of the nomination, irrespective of there being a contest for a particular post or not, the Vision document so submitted, by all the contestants shall be printed unedited and circulated amongst all the members eligible for voting, at no cost to the contestants, along with the ballot papers for perusal of the electorate. This shall help the members arrive at a well thought out and considered voting for the candidate of their choice taking into consideration the listed growth path as envisioned by the contesting candidates.