



The Indian Silk Export Promotion Council

(Sponsored by Ministry of Textiles & supported by Ministry of Commerce, Govt. of India)

112A, Chiranjiv Tower, 43 Nehru Place, New Delhi – 110 019 (India)

TEL: 011-40154181, EMAIL: roisepc@gmail.com & isepcho@gmail.com

Web: www.theindiansilkexportpromotioncouncil.com

OUT AT ONCE / IMPORTANT

ISEPC/CoA/ELCT.-1/2024

25th July 2024

To All Valid Members of ISEPC

Dear Sir/Madam,

Further to the Election Notifications of even number dated 10.06.2024 and 21.06.2024, I am directed to re-notify the Election to fill up the vacant posts of Elected Members of the Committee of Administration of The Indian Silk Export Promotion Council (ISEPC) is notified as under:

Date of Notification	25/07/2024 (Thursday)
Cutoff Date for filing nomination	14/08/2024 (Wednesday)
Withdrawal of Nomination	17/08/2024 (Saturday) (Upto 1600 Hours)
Scrutiny of Nomination	20/08/2024 (Tuesday)
Issue of list of valid Nomination	20/08/2024 (Tuesday)
Remote e-voting Start date	27/08/2024 (Tuesday)
Remote e-voting Start Time	10.00 AM
Remote e-voting End Date	27/08/2024 (Tuesday)
Remote e-voting End Time	06.00 PM
Date of Result	28/08/2024 (Wednesday)

Members, who do not have pending membership subscription or and any other dues payable to the Council as on 14th August RPT 14.08.2024 are eligible to participate in the election and can stand as candidate, act as Proposer/ Secunder and Vote in the Council's above Election process, subject to fulfillment of terms and conditions of the "Election Rules". The Members desiring to contest Election are required to fill his/her Nomination in the "prescribed format", as available on online/Offline and ensure that it is submitted to the Indian Silk Export Promotion Council's Offline or through online, at its Registered Office at 112A, Chiranjiv Tower, 43 Nehru Place, New Delhi – 110019, within the stipulated date i.e. **by Wednesday, the 14th August 2024**. The Members ("He or she entity represented by him/her) desires to contest election, must have to his credit, during the one financial year immediately preceding exports of the products of not less than Rs. 10 lakhs and should be a Registered Member of the Council for at least one year; and submit the export performance of the member entity company, duly verified by the CA, as proof thereof. Election Rules and Nomination / Withdrawal forms are available on the Council's website at www.theindiansilkexportpromotioncouncil.com and can also be downloaded, if desire. This Election is notified with the approval of the Committee of Administration of The Indian Silk Export Promotion Council.

Thanking you,

For & on behalf of **The Committee of Administration of
The Indian Silk Export Promotion Council**

Sd/-

(T. S. Chadha)

(DIN No.06821130)

Officiating Executive Director

Issued under authority conferred by the CoA ISEPC;

Encl: Election Rules, Nomination/withdrawal forms

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OUT AT ONCE / IMPORTANT

ISEPC/CoA/ELCT.-2/2024-25

25th July 2024

To All Members of ISEPC

Dear Sir/Madam,

Further to the Election Notifications of even number dated 10.06.2024 and 21.06.2024, the Elections to fill up the vacant posts of Members of the Committee of Administration of The Indian Silk Export Promotion Council due to retirement of the following senior Members of CoA is being re-notified vide Council's circular No. ISEPC/CoA/ELCT.-1/2024 dated 25th July 2024, as approved by the Committee of Administration of the Council, in its meeting held on 08.06.2024:-

Region Category	No. of seats	Vacated by, on retirement & Vacant Seats as approved in the CoA meeting held on 08/06/2024
NR	1	Shri Vishwa Nath
GC	3	Shri Saurabh Nagpal, Shri Vinay Kumar Sadh and One Seat fallen vacant on the demise of Shri Atul K. Gupta
ER	1	Shri Sundeep Shah
SR	1	Shri Pathi R Sampathkumar
WR	1	Shri Ravi K Mehra

Members, who do not have pending membership subscription or and any other dues payable to the Council as on 14.08.2024 are eligible to participate in the election and can stand as candidate, act as Proposer/Secunder and Vote in the Election, subject to fulfillment of terms and conditions of the Election Rules as per copy attached. The Members desiring to contest election are required to fill up Nomination in the prescribed format, as available on Council's Web Portal and ensure that it is submitted to the Indian Silk Export Promotion Council's Offline or through online, at its **Registered Office at 112A, First Floor, Chiranjiv Tower, 43 Nehru Place, New Delhi – 110019**, within the stipulated date i.e. by Wednesday the 14th August 2024.

Thanking you,

For & on behalf of **The Committee of Administration of
The Indian Silk Export Promotion Council**

Sd/-

(T S Chadha)

DIN No.06821130

Addl Executive Director, ISEPC

Issued under authority conferred by the CoA ISEPC;

Encl: Election Rules, Nomination/withdrawal forms.

The Indian Silk Export Promotion Council

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TEL: 011-40154181 EMAIL: roisepec@gmail.com & isepcho@gmail.com
Web: www.theindiansilkexportpromotioncouncil.com

Nomination form for Member of Committee of Administration of ISEPC **(Reserved Category i.e. NR/WR/SR/ER)**

I----- (name) propose Mr. / Ms.-----

being authorized representative of M/s -----

----- as a candidate for the election to the post of Member Committee of Administration
from reserved category of ISEPC----- . (Name the region)

Signature of the proposer-----

Name of the proposer -----

Rubber stamp of the firm of the company of proposer-----

I, ----- (name) being authorized representative of M/s-----

----- second the nomination of Mr./Ms. ----- of
M/s ----- as Member of Committee of Administration .

Signature of the Seconder -----

Name of the Seconder -----

Rubber stamp of the firm of the company of Seconder-----

I, ----- (name) being authorized representative of M/s -----

----- agree to the above nomination.

CODE OF CONDUCT:-

We hereby confirm that in our entire Management/Production Units, we are not using Child Labour in any form in our factory premises / facility center, if found the ISEPC management has every right to suspend our Membership of ISEPC.

Full Signature of the contestant -----

Name of the contestant -----

Rubber stamp of the firm of the company of contestant -----

Place:

Date:

Note: Please tick the relevant category i.e. NR for Northern Region, WR for Western Region, SR for Southern Region and ER for Eastern Region.



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Nomination form for Member Committee of Administration of ISEPC **(Unreserved Category i.e. on all India Basis)**

I----- (name) propose Mr. / Ms.-----
being authorized representative of M/s -----
----- as a candidate for the election to the post of Member Committee of Administration
from unreserved category of ISEPC.

Signature of the proposer-----

Name of the proposer -----

Rubber stamp of the firm of the company of proposer-----

I, ----- (name) being authorized representative of M/s-----

----- second the nomination of Mr./Ms. -----of

M/s ----- as Member of Committee of Administration.

Signature of the seconder -----

Name of the seconder -----

Rubber stamp of the firm of the company of seconder-----

I, ----- (name) being authorized representative of M/s -----

----- agree to the above nomination.

MANDATORY CODE OF CONDUCT:-

1/ We hereby confirm that in our entire Management/Production Units, we are not using Child Labour in any form in our factory premises / facility center, if found ISEPC has every right to suspend our Membership of ISEPC, with immediate effect.

Full Signature of the contestant -----

Name of the contestant -----

Rubber stamp of the firm of the company of contestant -----

Place:

Date:

The Indian Silk Export Promotion Council

**FORM FOR WITHDRAWAL OF CANDIDATURE FROM THE POST OF MEMBER – COMMITTEE
OF ADMINISTRATION
OF THE INDIAN SILK EXPORT PROMOTION COUNCIL
ELECTION FOR THE YEAR 2024-25**

To,
The Returning Officer,
The Indian Silk Export Promotion Council (ISEPC),
112A Chiranjiv Tower, 38, Nehru Place,
New Delhi – 110 019, INDIA

Dear Sir,

With reference to my candidature for the Office of the Member of the Committee of the Administration of the Indian Silk Export Promotion Council (ISEPC), I hereby withdraw my candidature from the Elections of this Office.

I hereby declare and affirm that my above withdrawal is final and irrevocable and I fully own responsibility for the same, and the same has been made voluntarily, without any coercion or undue pressure.

Signature of the Candidate: _____

Name and Address of Co./Firm/Organization representing: _____

(SEAL)

Remarks of the Returning Officer, The Indian Silk Export Promotion Council;

Dated _____

(Returning Officer)

For The Indian Silk Export Promotion Council

(Signature / Seal of Returning Officer)



The Indian Silk Export Promotion Council

(Sponsored by Ministry of Textiles Govt. of India)

{112A, Chiranjiv Tower, 43 Nehru Place, New Delhi – 110 019, India}

ISEPC/Election Rules/2024-25

10th June 2024

ELECTION RULES

CONTENTS

Rule Description

1. Short Title;
2. Definitions;
3. Persons entitled to contest the election and vote;
4. Number of elected members of the Committee;
5. Reservations as per Memorandum and Articles of Association;
6. Elections;
7. Procedure of election;
8. Nominations;
9. Announcement of valid nominations;
10. Declaration of Results;
11. Equality of Votes during ballot;
12. The election of the Vice-Chairman
13. The Election of the Regional Chairmen of the Council
14. The term of Regional Chairman
15. Election Committee
16. Procedure for change in rules;
17. Record of Election;
18. Mandatory Code of Conduct

Annexure

- A. Nomination Form.
- B. Withdrawal Form

Chapter I

Rules for Election of Members of the Committee of Administration.

Sr. No	Heading	Description
1	Short Title	These rules may be called the Election Rules, 2024
2	Definitions	All words and expressions used in these rules shall have the same meaning as those assigned to them respectively in the Articles of Association of the Council.
3	Persons entitled to contest the Election and vote	<p><u>Right to Vote etc confined to ordinary members</u></p> <ol style="list-style-type: none"> 1. The Members should be a Registered Member of the Council since last financial year, whose names appear in the Register of Members and who have no arrears of subscription or other dues or charges payable by them to the Council on or before 14/08/2024 shall have the right to vote at, or, subject to the provisions of sub rule (2) of this rule, to offer themselves as candidates at election to various positions (including membership of the Committee) in the Council. 2. A candidate for election to any position, in the Council, must satisfy the following eligibility criteria, namely: <ol style="list-style-type: none"> (i) Only an Ordinary Member shall have the right to vote, or to offer-self as a candidate at elections for to various positions in the Council; (ii) “He or She entity represented by him/her, must have to his/her credit, during the one financial year <u>immediately preceding exports of the products of not less than Rs. 10 lakhs</u> and <u>should be a Registered Member of the Council for at least one year;</u> (iii) Where a person is standing for election as Vice-Chairman or Regional Chairman etc. He / She or the entity, represented by him/her, must have, to his/ her or its credit, during the last financial year, immediately preceding, exports of the product of not less than Rs. 10 lakhs.
4	Number of elected Members of the Council	There shall be twenty elected members of the Committee.

5	Reservations as per Memorandum and Articles of Association	<p>Article 27.8 provides that Election to the Committee shall be conducted every two years, well before the expiry of the term of the retiring members.</p> <p>Article 27.7 provides that one third of the elected members of the Committee shall automatically retire on completion of 2 years in every election and seniors are to retire first.</p> <p>Article 27.4 provides the seats for the elected member of the Committee shall be reserved to ensure, as far as practicable, proper representation to the four regions of the country as under:-</p> <table border="1" data-bbox="657 636 1485 1463"> <thead> <tr> <th>Category</th><th>Area covered</th><th>No. of seats for election</th></tr> </thead> <tbody> <tr> <td>Northern</td><td>NCR including Delhi, Western UP as covered in NCR, Bihar, Chhattisgarh, Punjab, J & K, Himanchal Pradesh, Utrakhand, Haryana and Rajasthan</td><td>1</td></tr> <tr> <td>Western</td><td>Gujarat, Maharashtra, Madhya Pradesh, Goa, Daman Diu, Dadar Nagar Haveli</td><td>1</td></tr> <tr> <td>Southern</td><td>Karnatka, Andhra Pradesh, Telengana, Tamil Nadu and Kerala</td><td>1</td></tr> <tr> <td>Eastern</td><td>West Bengal, North-East, Orissa, Eastern UP including Varanasi District.</td><td>1</td></tr> <tr> <td>General</td><td>From all over India irrespective of region</td><td>3</td></tr> </tbody> </table>	Category	Area covered	No. of seats for election	Northern	NCR including Delhi, Western UP as covered in NCR, Bihar, Chhattisgarh, Punjab, J & K, Himanchal Pradesh, Utrakhand, Haryana and Rajasthan	1	Western	Gujarat, Maharashtra, Madhya Pradesh, Goa, Daman Diu, Dadar Nagar Haveli	1	Southern	Karnatka, Andhra Pradesh, Telengana, Tamil Nadu and Kerala	1	Eastern	West Bengal, North-East, Orissa, Eastern UP including Varanasi District.	1	General	From all over India irrespective of region	3
Category	Area covered	No. of seats for election																		
Northern	NCR including Delhi, Western UP as covered in NCR, Bihar, Chhattisgarh, Punjab, J & K, Himanchal Pradesh, Utrakhand, Haryana and Rajasthan	1																		
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Southern	Karnatka, Andhra Pradesh, Telengana, Tamil Nadu and Kerala	1																		
Eastern	West Bengal, North-East, Orissa, Eastern UP including Varanasi District.	1																		
General	From all over India irrespective of region	3																		

Chapter II

PROCEDURE OF ELECTION FOR MEMBERS OF COMMITTEE OF ADMINISTRATION

Sr. No	Heading	Description
6	Elections	Rules 6 to – shall apply to the election for Members of the Committee of Administration of the Council.
7	Procedure of Election	1. The time, date and venue for holding the election shall be notified by the Chairman ISEPC as empowered by the CoA in its last meeting held on 8 th June 2024 at New Delhi;

The Indian Silk Export Promotion Council

		<p>2. The Chairman ISEPC (as empowered in the last CoA held on 08/06/2024) shall also appoint a Returning Officer who shall be responsible for the conduct of election including receipt and scrutiny of nominations, preparation of the list of eligible contestants, holding election and tabulation of its results etc;</p> <p>3. The Chairman ISEPC (as empowered by the last CoA held on 8th June 2024), shall appoint one or more scrutinizers, who, in the opinion of the Committee can scrutinize the voting and remote e-voting process in a fair and transparent manner;</p> <p>4. The Chairman ISEPC (as empowered by the last CoA held on 8th June 2024 shall write through Council to request MoT / DoC to appoint Govt. Observer well in time for supervising the Elections, whose duties shall be assigned by the concerned Department in MoT & or DoC.</p>
8	Nominations	<p>1. The Committee at appropriate time shall, call for nominations from the members (including retiring members) who are eligible to contest for election as Vice-Chairman and members of the Committee. Such nominations shall be made in the prescribed form;</p> <p>2. The Committee shall also fix the last date of withdrawal of nominations, date of withdrawal of nominations, date of scrutiny of nominations, Remote-e-voting start and end dates and date of result keeping in view that the dates should not clashing with Gazetted holidays being observed on all India basis. Contestants who wish to withdraw shall intimate their desire to do so in writing in the prescribed form online or offline before the last date fixed for withdrawal;</p> <p>3. The nominations from the intending contestant Members should be filed OFFLINE or ONLINE so as to reach the Council by the last date for receipt of nominations fixed by the Committee on the dates mentioned in the Election Notification;</p> <p>4. The Chairman ISEPC in consultation with COA which has been authorized by the Committee in its meeting held on 08.06.2024 at New Delhi unanimously to form and appoint an Election Committee to supervise the conduct of elections in ISEPC,</p>

The Indian Silk Export Promotion Council

		5. The Returning Officer shall be responsible for scrutiny of nominations and for this purpose; he / she may appoint scrutinizers who shall not exceed three in number. The scrutiny of nomination papers shall be taken up immediately after the last date of receipt of nomination papers;
9	Announcement of Valid nominations	<ol style="list-style-type: none"> 1. The Returning Officer shall, after scrutiny of the nominations, select only valid nominations and categorize them into the categories as mentioned in the MoA, indicated at Rule 6 of this Election Rules; 2. The contesting candidates, selected as above, shall be so intimated by the Council of their selection as candidate eligible to contest election for Members of the Committee of ISEPC; 3. If the number of valid nominations received is more than the vacancies, the Returning Officer shall draw up the final list of contesting candidates; 4. The final list of candidates contesting election shall be displayed on the website as well as on Notice Board of the Council. The Executive Director or the equivalent officer as authorized by the Committee of the Council in consultation with the Governing board / CoA / CGC shall issue a Notice embodying the list of final contesting candidates to all Members, on Council's official website; 5. Remote E-voting shall be exercised by all the eligible Members who are eligible to participate in Council's Election of the members of Committee of Administration 2024 i.e. must have cleared their dues by 14.08.2024 including of renewal of their company's membership;
10	Declaration of Results	The Chairman, ISEPC after verifying the list presented by the Returning Officer, shall present the results of the election on the dates fixed by the Committee to the Members of the Council and on the official website, as well;
11	Equality of votes during Ballot	If there is an equality of votes between two or more candidates from amongst whom one has to be elected to complete the Committee, lots shall be drawn and the candidate so drawn shall be declared Elected to the Committee of Administration of The Indian Silk Export Promotion Council.

CHAPTER III

PROCEDURE OF ELECTION FOR VARIOUS POSTS IN THE COUNCIL

Sr. No	Heading	Description
12	The election of the Vice-Chairman	When the Vice-Chairman of the Council, after completion of his term, is well endorsed by the Committee in one voice to succeed the Chairman or when he has incurred any of the disqualification's enumerated in Article 8.1, the Committee shall re-elect another Vice- Chairman by conducting election through Remote e-voting;
13	The Election of the Regional Chairmen of the Council	Where the Committee has, in exercise of the powers conferred in clauses (a) and (b) of the Article 22.1, form Regional Committees and also determine the geographical extent of each such Regional Committee, the Committee may elect, from amongst its members, one Regional Chairman for each such Regional Committee;
14	The term of Regional Chairman	The term of Regional Chairmen shall be over with the term of Chairman of the Council.

CHAPTER IV

ELECTION COMMITTEE

Sr. No	Heading	Description
15	Election Committee	" Election Committee " means a Committee consisting of Minimum Three Members of the Council, appointed by the Committee of Administration, beforehand to overseas and conduct the elections in the Council, who have opted, out not to contest elections to any of the post of the Committee of Administration or for the post of Vice Chairman of the Council;

CHAPTER V

MISCELLANEOUS

Sr. No	Heading	Description
16	Procedure for Change in Rules	Subject to the provisions of the Memorandum of Association and the Articles of Association of the Council, the Committee may, by resolution, alter, vary, add or delete anything contained in these rules and any such alternations, variations, additions or deletions shall be as valid as is contained in these rules as originally framed and shall be subject to alternation, variation, addition or deletion in the same manner;

CHAPTER VI

GENERAL

Sr. No	Heading	Description
17	Record of the Election	<ol style="list-style-type: none">1. The record of the office elections shall be kept in the office of The Indian Silk Export Promotion Council duly sealed for five years after the election and then destroyed;2. The dates of sending and receiving Nomination Papers, Withdrawal, all Notices and Papers etc. shall be taken to be authentic and final as per records of the Office of the Indian Silk Export Promotion Council and by the address relevant to such paper or documents;3. In case of any doubt or dispute, the decision of The Executive Director or the equivalent rank officer of the Indian Silk Export Promotion Council shall be final in this regard;4. In case of any dispute or petition to be filed within the 30 days from the declaration of results by the Council against the decisions in disputes on any of the matters above, decision of the Chairman of the Indian Silk Export Promotion Council (ISEPC) (sponsored by the Ministry of Textiles and supported by the Ministry of Commerce, Govt. of India), shall be final and binding;5. All legal matters shall be subject to jurisdiction of Delhi Courts only;

CHAPTER VII

CODE OF CONDUCT

Sr. No	Heading	Description
18	Mandatory Code of Conduct	Every contentment member has to confirm that they are not using Child Labour in any form in their factory premises / facility center / office / show window / Stores etc, if found, ISEPC has every right to suspend Membership of such members;

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