

THE CHAMBER OF TAX CONSULTANTS

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Visit us at: <http://www.ctconline.org>

ONLINE ELECTION PROCESS FOR ELECTION OF THE PRESIDENT AND 14 (FOURTEEN) MANAGING COUNCIL MEMBERS FOR THE YEAR 2020-21.

In pursuance of the Notice of Election dated 16th April 2020, it is hereby informed that the process for Election for the post of President and Managing Council members for the year 2020-21 is to commence from 25th May 2020. As the Lockdown presently enforced in Mumbai to control the spread of COVID -19 is extended in Mumbai up to 31st May 2020, it is not possible to invite physical nomination forms, from interested applicants at this stage.

The following process, as suggested by the Election Committee, is therefore to be followed for conducting the election 'online'.

- 1 A member who wants to contest the election should communicate to the office of the Chamber at the email id office@ctconline.org, his intention to do so, giving his name, address and mobile number.
- 2 The office will verify these details and if satisfied, send by e mail to the member, draft Nomination Forms No.1,2 & 3, to be filled in, printed and signed by the applicant candidate, proposer and seconder respectively for the purpose of filing of a nomination. The office will allot a distinctive confirmation number to each such candidate for reference. The office of the Chamber will also provide the format for the e mail communication by the applicant, proposer and the seconder, to be sent to the dedicated e mail id mentioned below. The office of the Chamber will also assist the member for compliance of the procedure of filing nomination.
- 3 On receipt of the Nomination Forms from the office of the Chamber, the candidate, proposer and seconder shall, fill the respective form in, take a print, sign it and retain the original which will have to be delivered to the office of the Chamber at the earliest possible time. At this

stage, the candidate shall file his./her nomination by e mail sent to the dedicated email id, ctcelections@gmail.com of the Election Committee attaching the photocopy (i.e. scanned or photographic image) of the original Form No. 1, 2 and 3 duly filled and signed. The proposer and the seconder shall propose/second the nomination by e mail sent to the dedicated email id, ctcelections@gmail.com of the Election Committee attaching the photocopy (i.e. scanned or photographic image) of the original Form No.2/3 duly filled and signed by them, in the format to be given by the office of the Chamber and marking cc to the candidate.

- 4 In case the Applicant/proposer/seconder does not have a printer at his/her disposal, he/she can handwrite the Form 1/2/3 as the case may be sign and take a photocopy (i.e. scanned or photographic image) of the completed form. Such a Form shall be treated as the original Form.
- 5 The Office will check that the candidates, their proposers and seconders are eligible as per the bye laws of Chamber. The Office may, if required, also telephonically call each candidate and his/her Proposer and Seconder to confirm their Application/Proposing/Seconding as the case may be, and shall keep a log of such confirmations.
- 6 If the Election/s become/s necessary the process to be followed shall be communicated by e mail as well as by putting up on the Chamber's website.
- 7 The candidates shall submit the original physical applications in Form Nos., 1,2 and 3 in the office of the Chamber at the earliest possible time.
- 8 If any issue or dispute arises, the decision of the Election Committee will be final.

For The Chamber of Tax Consultants

Ketan L Vajani & Haresh P Kenia

Jt. Hon Secretaries

PLEASE NOTE:

1. Only Ordinary & Life Members are eligible to contest, propose or second and vote at the election.

2. The duly filled out Forms, 1,2 and3 and e mails as mentioned above should be sent to the e mail id, ctelections@gmail.com, not later than 6.00 pm on **Monday, 1st June, 2020**.
3. The Candidate and the Proposer/ Seconder are requested to carefully go through the applicable Rules and Regulations and policies, more particularly, Rule 10 of the Bye Laws of The Chamber of Tax Consultants.
4. For ready reference, some important points are summarised as below.
 - i. **Only** a member who has completed at least **two full years** as a member shall be entitled to contest the election for Managing Council or to propose or second a candidate for the election. A member can propose not more than **three** candidates.
 - ii. The Candidate for the post of President should have completed Ten years of post-qualification experience relating to tax laws or any branch of accountancy or company secretarial practice.
 - iii. Members whose membership subscription is in arrears shall not be eligible to contest the election or propose or second any candidate for the election or vote at the election.

The above is only a gist of the Election Rules. Please read Election Rules (Bye Laws) of the Chamber carefully on the website www.ctconline.org.

5. Withdrawal of nomination for the elections can be made by the candidate by e mail to ctelections@gmail.com on or before 6.00pm on **Monday, 8th June, 2020**.
6. The voting, if required, will commence at 11.00am. and end at 5.00pm. on **Friday, 12th June, 2020**.
