



FORUM OF WOMEN IN PUBLIC SECTOR



(Under aegis of SCOPE)

Ms. Anju Gupta
General Secretary APEX
GM(Minerals)
anjug@mmtclimited.com

MMTC Limited
Core - 1, Scope Complex,
Lodi Road, New Delhi-110003

Ref: MMTC/WIPS /2017/GENL

Date: 29.11.17

NOTICE FOR ELECTION OF WIPS APEX FUNCTIONAL COMMITTEE AND REGIONAL PRESIDENTS

Notice is hereby given for election/nomination process during meeting of Central Governing Body schedule for 11th February 2018 i.e. one day prior to 28th National Meet (to be held on 12th and 13th February 2018) for the new Team of APEX Functional Committee & Regional President elects for the new term of office from 1st April 2018 to 31st March 2020.

The Venue and time for Election will be intimated shortly.

(A) For Apex functional committee consisting of President, Vice President, Gen Secretary & Treasurer-

Eligibility condition:

1. Apex President & Gen. Secretary:

Minimum 7 years' experience as WIPS Coordinator at Company level or as EC Member at Regional/Apex level put together.

2. Apex Vice President & Treasurer:

Minimum 5 years' experience as WIPS Coordinator at Company level or as EC Member at Regional/Apex level put together.

Maximum tenure of an Apex post at a stretch is 2 terms (4years) however they can seek election again for any other elevated post. All 4posts should be from 4 different Organizations. The norm that the 3 posts mainly President Gen. Secretary & Treasurer should preferably be from one location for operational effectiveness need not be a restrictive condition though preferable. Vice President may from one of the other three regions.

Electoral body for voting for AFC:

The Electoral body will have a maximum number of 87 voters viz.5 current AFC (16-18), maximum 20 EC members from each of the REB and 2 Scope Nominees. Out of the maximum 87 numbers, those who are actually present will only vote.

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(B) For 4 Regional President Elect:

Eligibility conditions:

Minimum 5 years' experience as an active life members/EC Member Coordinator Workers at Regional Apex level.

Electoral Body for voting for Regional President elect:

1. All the REB members of respective Region Plus
2. Coordinators of the Corporate life member organizations of the Forum including Unit Coordinators from multi units/locations of the same organizations (the main unit Coordinators has to present a list of such coordinators from the organization) and
3. Individual life members who are present during the election process

The members as at Serial number 2 & 3 above will vote only for their respective Regional President & not for other three Regional President or for AFC.

(C) General Conditions:

1. Members who contest should be present during the election process. However only on exceptional ground leave of absence of the eligible contesting member will be approved by majority of CGB members present, which meets prior to the elections.
2. Members eligible to vote also should be physically present to nominate & vote. Those who are eligible to vote, can give nomination in the prescribed form (Form 1) to the Election officer. The person proposing the nomination should be from different organization from the person seconding the name. Nominations should reach latest by 11th February 2018 before 12 noon. Voting shall be by **secret ballot**.
3. All CGB Members & other Executive Committee Members from all four Regions are to ensure their presence on 11th Feb 2018 at the above venue. Nominations form (Form 1 for Apex and Form 2 for Region) are being sent to all 4 Regional Presidents, Vice Presidents, Secretaries and Treasurer, who are required to ensure that all EC members (Max 20 per Region including RFC) are given the nomination forms with a copy of this letter. All Regional Presidents/Secretaries are required to send the list of current EC members along with their Organization name Official Designation & location of posting, Address, contact phone/email/fax/mobile numbers.
4. Regional President elect is to complete the process of ratification of the President elect & election to the post of VP, Secretary, Treasurer & EC members of the Regions latest by 31st March 2018. If is not complete by this time, the newly elected Apex Functional Committee will be responsible for the entire Regional election process including for the post of Regional President.

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5. Only individual life members who are in service will be eligible to vote.
6. The condition of fulfilling 2 years balance service as on 1st April 2018 for contestants to the post to be strictly adhered to and self-certification in this regard will be given to the elections officer before election.
7. Any existing CGB/REB member not having attended 2/3 of the total number of CGB/REB meetings in the past 2 years is not eligible to contest for any of CGB post.
8. Present member of the team or any other eligible member who do not want to be elected/ reelected will clearly indicate their views at the venue & the voting members may suitably modify their nomination in a fresh form. Verbal consent of the office bearers who are to be nominated may be taken by the concerned. Written consent of the elected office bearers will be taken on conformation of successful election. The growth of this Forum will depend on selection for the right team leaders both at Apex & Regional level. We need willing effective and honest leaders who can give quality time and guidance to take this Forum forward. We are really very fortunate to have such a well-recognized and acceptable platform in PSUs to create value for our Women as well as for our respective Organization we serve. Hope this point is kept in our mind while making the right choice.

The election notice is to be forwarded to the Coordinators of the corporate life member Organizations by the Regional President & Secretary for onwards transmission to life members too.

NOTE: The nomination of the contestant should be supported with the authentic credentials indicating their eligibility criteria as per election notice. This will facilitate the election officers while scrutinizing the nominations & will also save time. If any information and document submitted is found to be false/incorrect at any time, the contestant's election/ status in AFC/RFC shall be cancelled immediately and action as deemed fit by the CGB shall be taken against her.

ENCL: Nomination forms


(Anju Gupta)
Gen.Secretary (APEX)

To : All CGB Members (2016-18)/SCOPE Nominees

: All REB Members ER/WR/NR/SR (2016-18)

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APEX Functional Committee (2016-18)

Ms. Kirti Tiwari President, APEX Chief Mgr(Civil) MCL, Sambalpur M: 09425219952 smtkirti.tiwari@coalindia.in	Ms. Kamna Sarkar Vice President, APEX DGM(Legal), ONGC, Mumbai M: 09869222511 kamna_sarkar@ongc.co.in	Ms. Anju Gupta General Secretary, APEX GM(Mktg), MMTC Limited, New Delhi M: 09810114660 anjug@mmtclimited.com	Ms. Rajeshwari Arunachalam Treasurer, APEX Dy Finance Mgr CPCL, Chennai M: :09840165025 raji@cpcl.co.in
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FORM-1

Rules of WIPS
Annexure 1
Rule 5(C)

**CENTRAL GOVERNING BODY (CGB)
NOMINATION FORM FOR ELECTION**

For Election of Apex Functional Committee Members of the CGB

For the years 2018-19 and 2019-20 (to be nominated by the EC members of all regions and the CGB Members).

- 1. President :
- 2. Vice President :
- 3. General Secretary :
- 4. Treasurer :

PROPOSED BY

NAME :
ORGN. :
SIGNATURE :

SECONDED BY

NAME :
ORGN. :
SIGNATURE :



FORM- 2

Rules of WIPS
Annexure 1(contd)
Rule 5(C)

**CENTRAL GOVERNING BODY (CGB)
NOMINATION FORM FOR ELECTION OF PRESIDENT, VICE
PRESIDENT, SECRETARY AND TREASURER OF EACH REGION**

NORTH / EAST / WEST / SOUTH

For the years 2018-19 and 2019-20 (to be nominated by the Coordinators,
EC members & life members of the respective regions).

1. President :
2. Vice President
3. Secretary
4. Treasurer

(strike off region whichever is not applicable for you to exercise your choice)

PROPOSED BY

NAME :
ORGN. :
SIGNATURE :

SECONDED BY

NAME :
ORGN. :
SIGNATURE :



FORM- 3

Rules of WIPS
Annexure 2
Rule 13(12)

**CONSENT/ DISCLOSURE/ UNDERTAKING BEFORE
TAKING AN OFFICE IN THE CENTRAL GOVERNING BODY
REGIONAL EXECUTIVE BODY.**

I, Ms..... Employed in
..... (Name of PSU) as
(Designation) am an Annual/Life Member of the Form of Women in Public
Sector.

I have been actively involved with WIPS activities on the Forum.

1. At the Apex/Central Governing Body level : since/during
2. At the Regional Body level: Since/During
3. As an active Co-ordinator on the Forum without holding office since/ during
.....

Any other significant information relating to participation in Forum's activities.
.....
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Oath:

I have read and understood the Charter and the Rules of WIPS of the Forum and would make every effort to abide by them as on office bearer and a member of the forum.
I would not hold office beyond the completion of my tenure under these Rules unless re-elected as per the Rules and would hand over all the material documents of the Forum in my possession to the next members or to the President of the Forum in Office.
Even in the extreme event of no election being held in time, I will, nevertheless, lay down my office and abide by the provisions of Rules 5 and 6 and other applicable rules without raising a dispute on the matter.

Name :
Signature :
Date of Birth as per official records :