



## Forum of Women in Public Sector (Under the aegis of *SCOPE*)

Ms Rajeswari Arunachalam  
President – WIPS, Southern Region  
Chennai Petroleum Corporation Ltd Manali,  
Chennai – 600 068  
Off : 044-25944106 : Fax No :  
Mob : 9840165025  
rajicpcl2000@yahoo.co.in ; raji@cpcl.co.in

Ref No : WIPS:SR :President : 2016  
22.02.2016

Dear Sir,

It gives us immense pleasure to inform you that the Forum of Women in Public Sector, (WIPS) hosted its 26th Annual National Meet at Chennai on 11-12 February 2016. On behalf of each and every member of WIPS, I would like to extend our sincere thanks to our sponsors whose support made our 26th National Convention a grand success.

During the journey of 26 years, the forum by its flagship programme namely the Annual National Convention has been able to make the women to deliberate on critical issues that impinge on their life and careers as also policy responses at the institutional and the government level. Around 79 Central PSUs, Nationalized Banks & insurance companies are already Corporate Life Members of WIPS & more than 15,000 women employees of PSUs are individual life members across the country. With every passing year the forum is attaining greater heights and magnitude in terms of content, delivery and participation of women in all fields with great support and contribution from the member organisations.

The Forum has its Central Apex committee and four regional Forums in Bombay (Western Region), Chennai (Southern Region), Kolkata (Eastern Region) and Delhi (Northern Region) respectively with tenure of two years. The members are being elected / selected by members during elections. The new team of APEX Functional Committee and four Regional Presidents were elected on 10.02.2016 at Chennai one day prior to our 26<sup>th</sup> National Meet of WIPS for 2016-18.

Your esteemed organization has been very active and supportive at the Regional & National level every year. We are also fortunate that your organizational Representatives are being elected/selected to hold such esteemed positions in WIPS at National and Regional Level, which reinforces your company's commitments for the growth of women in PSUs.

At this juncture, we would like to inform you that as the tenure of existing team of WIPS Southern Region gets over by 31<sup>st</sup> March 2016, the new Regional Functional Team of SR and REB have to be formed for a term of two years with effect from 01.04.2016.

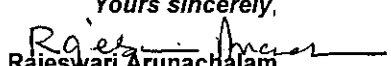
Hence it is proposed have our Regional Executive Body (REB) Meeting and followed by an election for the Southern Region on **19<sup>th</sup> March, 2016 Saturday** at Alumni Club, Anna University, No-1 Boat Club Road, RA puram, Chennai – 600 0028 (opp road of Hotel Adyar Park & adjacent Road of Amma Nana shop, Phone: 044-24322195 044-24321233)., from **10.00 am to 2.00 pm**

The election notice is attached along with this letter for your kind perusal. In view of the above, we request you to kindly arrange to depute the following women employee(s) of your organisation to attend the REB Meeting who are the EC members. The list of coordinators /Representatives and life members are also requested to participate in the election:

- 1.
- 2.

I have absolutely no doubt that we shall be successful in our endeavour with your continued encouragement and support.

Warm Regards,

*Yours sincerely,*  
  
Rajeswari Arunachalam



## Forum of Women in Public Sector (Under the aegis of *SCOPE*)

### NOTICE FOR ELECTION OF WIPS OFFICE BEARER (SOUTHERN REGION)-2016

Notice is hereby given for election / nomination process during the next meeting of Regional Executive Body (REB) scheduled on **19<sup>th</sup> March, 2016, Saturday** at Chennai for the New team for the REB SR for the next term of office starting from 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2018.

The venue for the meeting & election will be held at Alumni Club, Anna University, No-1 Boat Club Road, RA Puram, Chennai – 600 0028 ( opp road of Hotel Adyar Park & adjacent Road of Amma Nana nhop, Phone: 044-24322195 044-24321233). , from **10.00 am to 2.00 pm**

Since, elections are to be held for the post of RFC & EC, all the Regional Function Committee members, present Executive members, coordinators/unit representatives/ Life members from Southern Region are requested to ensure their presence on 19<sup>th</sup> March, 2016. Prior to the election, Coordinators/Unit representatives are requested to forward the Life Members list to President, WIPS- SR by email on or before **05.03.2016** for consolidation.

Nomination Forms (**Form 2 - Region**) is being sent to RFC, EC members, Coordinators/Unit representatives along with a copy of this letter.

#### Regional Election Guidelines :

##### Rule 8 Regional Executive Body

Each Region shall have a maximum of 20 office bearers with the following composition; President, Vice President, Secretary, Treasurer, (the four to be known as Regional Functional Committee), other ordinary Executive Members (EC) which would include Jt. Secretary, Jt. Treasurer, etc.

#### Eligibility:

- 1) Maximum tenure of any RFC post is two years, who can be re-elected for another term, but only for two terms at a stretch.
- 2) At least 2 RFC members, including Treasurer should be from one location, for operational effectiveness.
- 3) All 4 RFC members should be from 4 different organizations.
- 4) To be an ordinary EC member one should be a) Life member or a coordinator of Corporate life member and, b) should have been an active worker of the Forum for a minimum of two years.
- 5) To hold office of Vice President, Secretary and Treasurer, one should have worked as an EC member for two years and should have attended at least 2/3 of the meetings of the Coordinators/EC meeting as the case may be in the preceding term of 2 years.
- 6) The members who are eligible to vote for Regional Function Committee include any Individual Life Members and organizational coordinators / unit representative of a corporate Member from respective Region as per past practice.

#### Regional Election Procedure

APEX letter of intimation of National Meet and election notification with nomination forms had been circulated to Regional President/Secretary which had also been subsequently forwarded to REB/coordinators of Corporate Life members. Now the election notice for Regional Election is being circulated by the sitting President/Secretary to all REB/ Coordinators and they in turn will intimate this election notice to individual life members.

*Rajiv Anand*



## Forum of Women in Public Sector (Under the aegis of SC:PE)

-2-

- i) The proposer and seconded shall be from two distinct organisations. As far as possible the EC members shall be drawn from different PSUs to give appropriate representations
- ii) Each Region's President/Secretary shall inform the AFC fifteen days before the date of their election meeting by fax, email, mobile message, or a letter by post.
- iii) AFC members may be invited as an observer (s) at such election or may be represented by an observer nominated by AFC from the concerned region so that information exchange is ensured.
- iv) The list of full team shall be ready within 48 hours of the election meeting of the region and sent to President/General Secretary of the APEX Forum by the President/Secretary of each region.

### General Conditions :

- The Regional President/Secretary and EC members are required to ensure that this election notice shall reach all the coordinators and life members on time along with the nomination forms. The election notice will also be posted on our web site [ww.wipsapex.co.in](http://ww.wipsapex.co.in)
- 
- Members who contest should be present during the election process. However, only on exceptional grounds leave of absence to the eligible contesting member will be approved by majority of CGB / REB members present, which meets prior to the elections.
- Members, who are eligible to vote also should be physically present at the venue on the Election day shall hand over the written nomination of eligible candidates in the prescribed form (Form 2), to the Election Officer during election process after due consideration for an effective & cohesive team. Hence, all are requested to ensure their presence on the election on the **Election Day i.e 19.03.2016**.
- Regional President/Secretary is requested to hand over the list of current RFC, EC members along with their organizations name, official designation & location of posting, address for communication and Contact details with their mobile numbers to the election officer & election observer nominated by APEX
- Regional President (Elect) has to complete the process of ratification /revalidate their post of President (Elect) during forthcoming REB meeting, prior to the election to the post of Vice President, Secretary, Treasurer and EC members of the respective region latest by 31<sup>st</sup> March'16. If the election for these posts are not completed before 31<sup>st</sup> March'16, the newly elected APEX Functional Committee shall be responsible for the entire Regional Election process including for the post of Regional president.
- The person proposing the nomination should be from a different Organization from the person seconding the name. Nominations Form should be complete in all respects, failing which it will be rejected. Voting will be by **secret ballot only**. **Nomination after 12.00 noon on 19.03.2016 shall not be accepted.**
- Present Regional team or any other eligible member who do not want to be elected/re-elected will clearly indicate their views at the venue & the voting members may suitably modify their nomination in fresh form.
- Verbal content of the office bearer who are to be nominated may be taken by the concerned written consent of the elected office bearer will be taken on confirmation of successful election.

Rajis - Anach



## Forum of Women in Public Sector (Under the aegis of *SCOPE*)

..3

-3-

- Only Individual Life Members who are in service will be eligible vote.
- The condition of fulfilling 2 years balance service as on 1<sup>st</sup> April 2016 for contestants to the posts to be strictly adhered to and self-certification in this regard will be given to the Election officer before election.

The growth of this Forum will depend on selection for the right Team Leaders, both at Apex and 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 Organizations we serve. Hope this point is kept in our mind, while making the right choice.

Any assistance if required you may please contact undersigned at any time.

Wishing you all the very best.

  
RAJESWARI ARUNACHALAM

PRESIDENT - SR

**Encl: Nomination form**

To : The list CEOs of Corporate Life Members in Southern Region

All RFC, Regional Executive Members, Coordinators / Unit representatives (Coordinators/ Unit representatives are requested to send copy of this communication to your organization life members)

Copy to :

President ,WIPS-APEX; General Secretary, WIPS APEX



## Forum of Women in Public Sector (Under the aegis of **SCOPE**)

**Form -2**

Annexure- 1

Rule 5 (C)

### REGIONAL EXECUTIVE BODY

#### NOMINATION FORM FOR ELECTION OF

#### VICE PRESIDENT, SECRETARY, TREASURER AND OTHER EC MEMBERS

For the years 2014 - 2016 ( The person proposing the nomination should be from a different organization from the person seconding the name)

Vice President:	Ms	Designation	Organization
-----------------	----	-------------	--------------

Secretary	: Ms		
-----------	------	--	--

Treasurer	: Ms		
-----------	------	--	--

EC member	; Ms		
-----------	------	--	--

#### Proposed by

Name :	Designation	Organization	Signature
--------	-------------	--------------	-----------

#### Seconded by

Name :	Designation	Organization	Signature
--------	-------------	--------------	-----------