

# Janak Puri Club®

PLOT NO. 17, CULTURAL COMPLEX DISTRICT CENTRE, JANAK PURI, NEW DELHI-110058

PHONE: 25505353 TELEFAX: 25505339 E-MAIL: janakpuriclub@yahoo.co.in

Ref No./JPC/Elect-2017/01

Dated: 22.11.2017

## ELECTION NOTIFICATION

ELECTION OF THE MANAGING COMMITTEE OF JANAK PURI CLUB UNDER RULE 9 (UPTODATE AMENDED) OF THE RULES & REGULATIONS OF JANAK PURI CLUB, NEW DELHI – 110058

It is hereby notified to all members of Janak Puri Club that the Election of following office bearers of the Managing Committee of Janak Puri Club will be held on 17.12.17 at the Club premises, 17, District Centre, Janak Puri, New Delhi-110058.

President	-	1
Senior Vice President	-	1
Vice President	-	2
General Secretary	-	1
Secretary	-	1
Treasurer	-	1
Members	-	14

The following shall be the schedule for the proposed elections:-

Sl. No.	Description	Date & Time
1	Date & Time for issuing Nomination Forms.	The nomination form can be downloaded from club website:- <a href="http://www.janakpuriclub.com">www.janakpuriclub.com</a> and also collected from office of the Janakpuri Club
2	Date & Time for accepting Nomination Forms.	From 08.12.17 & 09.12.17 Between 05.00 p.m. to 07.00 p.m.
3	Date & Time for Scrutiny of Nomination Forms. (At Janak Puri Club)	10.12.17 at 05.00 p.m.
4	Last Date for withdrawal of Nomination.	11.12.17 Between 05.00 p.m. to 07.00 p.m.
5	Date of Announcement of the Names of Eligible Contestants. (List of Eligible Contestants will be displayed on the Notice Board of the Club)	11.12.17 at 08.00 p.m.
6	Date, Venue & Timings of Polling	17.12.17 from 10.00 a.m. to 04.00 p.m. at Janak Puri Club Premises, 17, District Centre, Janak Puri, New Delhi-110058
7	Date of counting of votes & announcement of the names of elected members	18.12.17 from 10.00 A.M. to 07.00 P.M. or at the same time on the following days if need be.

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**Rules Regulations and Election Code of Conduct for the Elections of Managing Committee of the Club to be held on 17.12.2017**

1. Only the eligible Life members of the Club qualifying the conditions vide clause 9(a) of the Bye Laws of the Club are entitled to participate in the elections to be held on 17.12.2017.
2. Defaulting members shall not be eligible either to contest, propose, second or vote in the elections. However members who have cleared their outstanding dues up to 13.12.2017 till 09.00 P.M. will be allowed to cast their vote in the Elections and the final amended list of such members duly signed by the president and general secretary shall be provided to the election committee by 14.12.2017 till 09.00 P.M.
3. Only Life Members of the Club whose names appear in voter list shall be eligible to contest elections or propose and second the candidates for election. Temporary/Reciprocal/Corporate/Honorary/Associate members are not eligible to propose, second vote or to take part in the election.
4. Candidates filing nomination forms for the post of President, Senior Vice President, Vice President, General Secretary, Secretary and Treasurer shall be required to deposit Rs 10000/- and for the post of Member of Managing Committee shall be required to deposit Rs 5000/- in cash against receipt and the said deposit shall be non-refundable. The nomination form can be downloaded from club website: - [www.janakpuriclub.com](http://www.janakpuriclub.com) and also collected from office of the Janakpuri Club.
5. Every nomination paper shall be signed by two eligible voters as proposer and seconder and the proposed candidate at the specified place in the nomination form with all details as required in the nomination form, with ball pen.
6. List of eligible voters is available on reception counter of the Club for inspection by members. Contestants of various posts can obtain a list of eligible voters from the Reception Counter of the Club against payment of Rs 200/- for each copy after 26.11.2017 between 6.00 P.M. to 8.00 P.M. however supplementary list can be obtained between 02.00 P.M. to 04.00 P.M. on 15.12.17 against production of earlier Rs 200/- receipt.
7. Polling shall be through secret ballot only and Proxy shall not be allowed under any circumstances.
8. Ballot papers shall be given to the eligible members of the Club only whose names are shown in the Voters List, supplied by the Club, duly authenticated by the President and General Secretary jointly by 21.11.2017.
9. Ballot Paper shall be given only to eligible members of the Club on production of photo identity card issued by the Janak Puri Club/any Government Deptt/Passport/Driving Licence/PAN Card & Aadhaar Card, in original.
10. One eligible member can file nomination paper for more than one post but can contest for one post only, similarly, as mentioned in clause 9 (k & l) one member can propose or second for one candidate only. In case candidature is proposed and/or seconded or nomination filled for more than one post, such nominations shall be treated as invalid and rejected.
11. Nomination papers are to be filed before the Election Officer personally by the contestant putting his signatures in the register and get official receipt issued by the Election Office.

12. Similarly, application for withdrawal of forms should also be submitted before the Election Officer on fixed time and date personally by the contestant and to get the official receipt from the official.
13. Nomination/withdrawal forms will not be accepted at all after expiry of date and time mentioned in the Schedule of elections withdrawal once accepted shall not allowed to be cancelled.
14. After withdrawal, if the number of candidates are the same which are to be elected as per schedule, then they will be declared elected unopposed and there will be no election for those posts, But in case there are more contestants than required for some posts, then election will be declared but complete result of elected candidates either unopposed or elected by election will be declared when counting is over.
15. Election related parties are not allowed and Banners, Boards & Posters are also not allowed during election however door to door campaign, leaflets by post or electronically can be send.
16. If one or more group/groups desire to contest the election on panel, the same could be considered however the individual contestant would also be considered.
17. In case of tie on any post the result shall be declared by toss of coin by the Chief Election Officer in the presence of Election Committee Members and candidates or their agents. The result so declared shall be binding on such candidates or their agents.
18. All the election material, stationery, ballot boxes, staff and other essential items required for polling and counting will be provided by the managing committee. Adequate arrangement to be made by the managing committee for printing and safe keeping of the Ballot papers and other important documents.
19. Sufficient Police personnel will be arranged by the Club office bearers on election and counting days to maintain law and order and to control any unwarranted situation. Sufficient number of security guards are also to be provided to control the members to cast their votes peacefully and deep watch on each and every points wherever required.
20. Candidates can depute any one member as his polling agent to identify the voters and supervise the polling arrangements. Agents I-Cards will be issued by the Election Office with his name, membership No. and photo with election officer's signature and stamp. Names of the agents must be given in advance.
21. Similarly, counting agents may also be deputed by the candidates and their photo I-Card will also be issued by the election office in advance. In case counting agents are not given by the candidates, then there will be no effect on counting process and same will continue.
22. Candidates are not allowed to become polling or counting agents themselves.
23. Polling and counting agents will not interfere in the election process but if they have any suggestion, complaints or problems regarding conduct of elections, it shall be first brought to the notice of Chief Election Officer or any member of the election committee as may be available.
24. In case any member is physically weak, sick, handicapped or of poor vision, helper will be provided by Election Officer (if required) to help in making the vote on ballot paper as per member's choice. But any outsider or any other member will not be permitted inside the polling booth to help such persons.
25. To have the secrecy of voting, separate tables will be provided to each and every voter to mark on the ballot papers of his own choice in the prescribed column of the ballot papers. Voting marks against more than required candidates or any other mark or writing on the ballot paper outside the prescribed column will cancel the ballot paper.
26. Empty ballot boxes will be sealed in the presence of polling agents and after polling is over, boxes will be sealed from top in the presence of the polling agents and Election Officer, Sealed boxes will be opened in the presence of counting agents for counting of votes.

  
Pradeep Anand  
Election Officer

  
Sanjeev Bansal  
Member Election Comm.

  
K. L. Mittal  
Member Election Comm.





### MODEL CODE OF CONDUCT

1. No candidate shall indulge in any activity which may aggravate existing difference or create communal hatred or cause tension between different castes and communities, religious or linguistic.
2. There shall be no appeal to caste or communal feelings for securing votes, Places of worship shall not be used as forum for election propaganda.
3. Candidates may install their simple polling camps 100 metres away from polling station without any posters, flags, symbols or any other propaganda material. They can only display the name of the candidate on their camps. Unnecessary crowd not to be collected near the camps or polling booths so as to avoid confrontation and tension among workers and sympathizers. Canvassing inside or within 100 metres area of the polling station is strictly prohibited. No drinks, refreshment, lunch etc. will be served to the voters by the candidates. Conveyance is also not allowed to be provided by candidates to the voters. It may result serious action against the candidates.
4. Candidates or their supporters are not allowed to use any hoardings, banners, posters and organize processions, meetings or demonstrations etc. during the election process. Use of loud speakers strictly prohibited. They can issue their bio data and manifesto for improvement of Club facilities for the members of the Club. Candidates are allowed to spend up to Rs 25000/- for their election propaganda.
5. Unparliamentarily language, insulting remarks or allegation used against any candidate or club office bearers is strictly prohibited and such kind of practice by any candidate or his supporter may disqualify such candidate by the election officers, any statement which may hurt the feeling of any candidate are not allowed to be published in the newspapers etc.
6. No bags, briefcase, arms and mobile phones etc. will be allowed inside the polling station on the date of polling and counting. Members are requested to follow these conditions due to security reasons.
7. Eligible members are allowed to enter the polling booth to cast their votes only. No one without the valid pass from the Election Officer shall enter the polling booth.
8. Any member found in malpractice and bogus voting for any other member may loose his membership of the Club. Any candidate or his authorized representative may challenge the identity of the person to be a particular voter by first depositing the sum of Rs. 100/- in cash with the Election Officer for each such challenge. Any outsider, if caught, for bogus voting and found involved in any disputes disturbing the election process will be handed over to the Police for Legal action.
9. Candidate can supply identity slips to voters on plain (white) paper which shall not contain any symbol or name of the candidate etc.
10. Issue of advertisement at the cost of Club in the newspaper and other media during the election period for coverage of political news and publicity regarding achievements with a view for furthering their own prospects shall be scrupulously avoided.
11. Managing Committee/Office bearers of the Club are not allowed to sanction any grants/payments out of discretionary funds of the club from the date of the election notification, Payments for purpose of emergent needs or for purpose of smooth functioning of the club during the election process will be permitted subject to the prior approval of the election committee.
12. The office bearers and members of the existing Managing Committee shall ensure that they shall not combine their official function with electioneering work and shall not also make use of official machinery or personnel during the electioneering work.
13. Space covered or open in the Club premises shall not be allowed to be utilized for election meetings/propaganda in any manner by any candidate.
14. Election result will be announced after complete counting is over all election records will be sealed in a box after the election result are declared and sealed box will be handed over to the Club Officials under signature and receipts of the same to keep the box in safe custody.
15. After commencement of polling, if any unwanted situation or disturbance is created due to any law and order problem, the election may be suspended, postponed or even cancelled by the Election Officer.

All the members are requested to freely take part in the election. Follow the rules, regulations and Election code of conduct strictly and help us to complete the election process in free, fair, peaceful and friendly atmosphere.

Thanking You,

  
Pradeep Anand  
Election Officer

  
Sanjeev Bansal  
Member Election Comm.

  
K. L. Mittal  
Member Election Comm.



# Janak Puri Club<sup>®</sup>

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Election of the Managing Committee of JANAK PURI CLUB to be held on 17.12.2017

## NOMINATION FORM

Affix  
Photograph  
of  
Proposed  
Candidate

S.No. \_\_\_\_\_

I hereby propose the Name of Sh. \_\_\_\_\_ Membership No. \_\_\_\_\_

S/o Sh. \_\_\_\_\_ for the post of \_\_\_\_\_

of the Club for the year 2017-2020

Proposed by: Name \_\_\_\_\_ S/o Sh. \_\_\_\_\_

Membership No. \_\_\_\_\_ Dated: \_\_\_\_\_ Signature: \_\_\_\_\_

Seconded by: Name \_\_\_\_\_ S/o Sh. \_\_\_\_\_

Membership No. \_\_\_\_\_ Dated: \_\_\_\_\_ Signature: \_\_\_\_\_

I give my consent for the above proposal.

Signature \_\_\_\_\_

Name \_\_\_\_\_ S/o Sh. \_\_\_\_\_

Membership No. \_\_\_\_\_ Dated: \_\_\_\_\_

Tele.No \_\_\_\_\_ Email: \_\_\_\_\_

## Acknowledgment

S.No \_\_\_\_\_

Received from Sh. .... S/o Sh. ....

For the post of ..... vide Receipt No. ....

Signature