

भारतीय गैर न्यायिक

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INDIA NON JUDICIAL

ఆంధ్ర ప్రదేశ్ ఆంధ్ర ప్రదేశ్ ANDHRA PRADESH

Date: 28/05/2014, 11:18 AM

Serial No: 69,927

Denomination: 10 71AA 160921

Purchased By:
A SAMBASIVA RAO
S/O A B V RAO
R/O HYD

For Whom
CHERLAPALLY INDUSTRIES
ASSOCIATION


Sub Registrar
Ex. Officio Stamp Vendor
SRD: Ranga Reddy (R.O)

GOVERNMENT OF ANDHRA PRADESH
REGISTRAR OF SOCIETIES

Heg. No 2012/1999 - CE NO 159/2014



Dt. 15.06.2013

**PROPOSED AMENDMENTS
TO
BYE - LAWS OF
CHERLAPALLY INDUSTRIES ASSOCIATION**

MEMBERS OF SUBCOMMITTEE		
Mr. K. Murali	Chairman	M/s. Devi Hitech Engineers Private Limited
Mr. K. Appi Reddy	Member	M/s Sri Anjaneya Polymers India Limited
Mr. Mr. G. Ragavaiah	Member	M/s. Cosine Communications & Electronics PVT Ltd
Mr. K. Sudhir Reddy	Member	M/s Kinetic Organics & Plastics (P) Ltd
Mr. J. Narender Reddy	Member	M/s Nucleonix Systems Private Limited

CHERLAPALLY INDUSTRIES ASSOCIATION

(Regd. No.2012 of 1999)

CIA office Complex, Main road, Sector -III, Cherlapally, IDA, Phase-II, RR Dist,
HYDERABAD-500051

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(Regd. No.2012 of 1999)

CIA office Complex, Main road, Sector –III, Cherlapally, IDA, Phase-II,RR Dist,
HYDERABAD-500051

PROPOSED BYE- LAWS

1.00	Cherlapally Industries Association
2.00	Office Complex, Sector - 3, Main Road, Cherlapally, Hyderabad – 500 051.
3.00	DEFINITIONS / INTERPRETATIONS :
.01	“Act “ means the Andhra Pradesh societies registration act 35 of 2001Act. Note: The earlier acts of both Andhra and Telangana region are repealed as new act came in to existence
. 02	“Court” means the principle civil court in the jurisdiction of Ranga Reddy district.
.03	“Bye- laws” means the bye laws of Cherlapally Industries association.
.04	“Committee” means the executive committee elected as per bye- laws of association
.05	“Financial Year” means the period of 12 months ending with 31st March of each year.
.06	“Member” means a company, Private Limited/Partnership / Proprietary, located in Phase II, IV, and V of IDA Cherlapally represented by its representatives such as Directors, Partners, Proprietor, A senior executive nominated by the company and whose names are enlisted in the association register or its Data base.
.07	“Officer” means any Governing body / executive committee member of the association elected as per by laws of association or a Manager appointed by the association to sue and be sued on its behalf, to give direction in regard to the business of association.
.08	“Registrar” means an officer of the department not below the rank of sub-registrar
.09	“Resolution” means a resolution passed by a majority in AGM or GM called for specific purpose.
.10	“Special resolution” means a resolution passed by not less than 3/5 th of the members present and voting in a meeting. A clear notice of 14 days is required to call for the meeting specifying the intention to propose resolution /special resolution.

4.00	AIMS & OBJECTIVES:
4.01	To look after the common interest of industries.
4.02	To facilitate harmonious relations and unity among all industrial enterprises.
4.03	To represent matters and take up issues of common interest of its member industries, with Government Semi / Quasi government agencies, financial institutions etc., in coordination with other similar association, state level bodies and accomplishment of above objectives and facilitates solution for the same.
4.40	To facilitate programmes & activities that enable business development for members through training programmes, Industrial exhibitions, technology up gradation, human resources development, export, import etc.,
4.05	To take up social activities to attain the objectives of corporate social responsibility (CSR).
4.06	To take up activities like Social, Cultural, Recreational like games, Sports, Entertainments, get together etc.
4.07	To provide certain amenities like construction, establishing of library, Reading room, Recreation center, Canteen, Laboratory for chemical and Physical analysis of Raw materials, Technical training institutes, skill up gradation centre, hospital, etc and let out / maintenance of the same.
4.08.	To deal with the situations which may arise due to any unrest during the Bandh calls given by Political parties / Trade unions and to maintain cordial and peaceful atmosphere in the Industrial estate.
4.09	To deal with the person/ persons, not connected to our association, who pressurize the members for donations, contributions etc., in the Industrial estate on specific complaint from any of our member/members orally or in writing. (Members to express their opinion)
4.10	VALUES: The association is based on the values of self help, Self responsibility, democracy, equality, and solidarity in the tradition of the founder members of the association who believes the ethical values of honesty openness and social responsibility.
5.00	CERTIFICATE :
5.10	“Certified that the Association is formed with no profit motive and commercial activities involved in its working “.
5.20	“Certified that the office bearers are not paid from funds of the Association.”
5.30	“Certified that the association would not engage in agitational activities to ventilate to grievances” detrimental to society and public interest
5.40	“Certified that the office bearers signature are genuine.”
6.00	DECLARATION :
	We the undersigned persons in the memo have formed in to an association and responsible to run the affairs of the association are desirous of getting the society registered under Public societies registration Act 1350 Fasli (Act 1 of 1350F).

7.00	MEMBERSHIP :
	<ul style="list-style-type: none"> • Industrial and commercial establishments located in Phase II, IV and V of I.D.A, Cherlapally are only eligible to become the members. • Any industries causing pollution are not eligible to become members. • The member ship is classified in to 3 categories.
7.10	Patron Member: The Industrial units owning and operating an Industry / Services extended to the Industry / research laboratories, in their own premises, registered at the district industries centre under manufacturing / servicing and obtained an SSI certificate / and who filed the memorandum with Industries and Commerce department, Government of India or any other relevant Certificate related to the Industry.
7.20	Associate Member: The Commercial establishments operating from their own premises.
7.30	Temporary member: The Industrial units / Commercial establishments operating in rented premises belonging to a Patron / Associate member .having an Industrial/Commercial Plot but not having any Industrial/ Commercial activity.
7.40	Rights to Participate in General body meeting and Voting / contesting in the elections for the Executive Committee of association :
	<ul style="list-style-type: none"> • The members who have paid their annual subscription up to 31st March of the year are only eligible. The Executive Committee may extend the due date till 15th June of the year on the request of members. • Patron members are only eligible to participate in the General body meeting to cast their vote or to contest in the Elections for the Executive Committee. • Any one of the Directors / Partners / Proprietor, whose names furnished in the application form as its representatives can only contest in the election for the Executive Committee and participate in the General body meetings. • A list of members with Voting right and those with out voting right, subject to the provisions of these by laws shall be prepared and displayed on the Association notice board, prior to holding of any General body meeting. How ever members with out Voting right may also attend the General body meeting, but should not participate in voting. • How ever in the absence of the Directors / Partners / Proprietor, the senior executive can be authorized to participate in the voting and attend General body meeting, if his /her name was already enlisted in the membership Register / Data base. (Members to express their opinion) • The associate/Temporary members, other than participating in the Elections, can attend all types of Meetings, Deliberations, and express their views, ventilate their grievances and offer their suggestions. Also eligible to participate in all other activities along with Patron members & can avail the facilities created by the Association.
7.50	<ul style="list-style-type: none"> • No member shall have any personal right on any property of the Association or its income and no money will be paid to any member by way of dividend, bonus etc., except when a remuneration is specifically paid for certain work by way of salary or honorarium as specifically by a resolution in General Body.

7.60	<ul style="list-style-type: none"> A Member shall not be eligible to hold any post of office bearer for more than three consecutive terms in any position in the Executive Committee. A minimum gap of one term is needed to contest once again for any post.
7.70	<ul style="list-style-type: none"> To become / contest for the post of President, the Principle representative of the eligible member Company must serve at least one term as an executive Committee member and one term in the governing body either as Vice President, Treasurer, Secretary, Joint Secretary. <p style="text-align: center;">(Members to express their opinion)</p>
8.00	ENROLMENT :
8.10	<ul style="list-style-type: none"> The member company shall submit the prescribed application form to the President by duly nominating a maximum of 3 (three), Directors / Partners / Sr. executive as its representatives. along with admission and annual subscription fee.. The President shall Place the application before the committee for approval, by a simple majority, The Executive Committee shall have the right to accept or reject any application for membership without assigning any reason or reasons. The rejection of any application for Membership has to be made on justifiable grounds.
9.00	ADMINISION FEE :
9.10	Irrespective of category of membership, those who wish to become the member shall pay an admission fee of Rs.5000/- or as applicable at that time, preferably by way of a Cheque payable at Hyderabad. .
9.20	ANNUAL SUBSCRIPTION FEE :
	<p>Every member has to pay Rs. 2000/- per year, payable on or before 31st March of every year, towards annual subscription fee, which can be revised from time to time by the executive committee, which has to be ratified by AGM , to meet the expenses for administering the association.</p> <p>In case if any member has not paid the subscription on or before 31st March for that year, late fee @ Rs.100/- per year shall be levied.</p>
10.00	TRANSFER OF MEMBERSHIP :
	<ul style="list-style-type: none"> <i>Member ship is transferable,</i> <i>In case of transfer of property to another company, the transferee shall apply for membership in prescribed format along with proof of documents and necessary admission fee and yearly subscription.</i> <p style="text-align: center;">(Members to express their opinion)</p>

11.10	TERMINATION OF MEMBERSHIP :
	<ul style="list-style-type: none"> • A member shall be ceased to be a member in the following circumstances. • If a member does not pay annual subscription fee for more than THREE consecutive years, membership is deemed to have been lapsed and the name of the member company shall be deleted from the member ship Register. • If a member submit resignation. • Executive committee can terminate any member by deleting the name from Association Register, who is guilty of misconduct, or who works detrimental to the objectives of the association with 2/3 majority. The same shall be placed before the General Body for ratification/ approval.
11.20	RESTORATION OF MEMBER SHIP:
	<ul style="list-style-type: none"> • <i>It can be restored by paying restoration charges at the rate of Rs. 500/- for each default year along with annual subscription arrears, subject to a maximum of Rs 7,500/-.</i>

12.00	GENERAL BODY AND ITS FUNCTIONS :
	The General body is the supreme body of the Association and constitutes all the members of the Association
.01	To approve the annual report of the preceding financial year
.02	To approve the audited accounts of preceding financial year
.03	To pass the plan of action & budget for next financial year..
.04	To elect executive committee once in Three years, if necessary, by secret ballot and by appointing an election officer.
.05	To take up any other matter that is within the objectives of the association and with the consent of presiding authority.
.06	The general body must meet at least once in an year, but not more than 15 months.
.07	To appoint Auditor / Auditors for the Current year and fix their remuneration
.08	All the resolutions shall be put to vote and passed by majority vote either by raising hands or by secret ballot.
.09	In all the instances, whenever there is a case of equality of votes, the presiding authority i.e., President shall have a casting vote .
.10	An annual General Body Shall be summoned by the Secretary with the approval of Executive Committee with an advance notice of 14 (fourteen) days.
.11	Can recall any of the Executive committee member or any other member, by moving a motion of no confidence at an Annual or Special General Body Meeting with the approval, by 2/3rd of eligible members present.

13.00	EXTRAORDINARY GENERAL BODY MEETING :
13.10	Summoned by the Executive Committee : An extraordinary general body meeting may be summoned by the secretary with the approval of executive committee and the consent of the President with a notice of 10 days on any important matter such as <ul style="list-style-type: none"> • Ratification of resolutions /amendments made in the regular general body meeting. • Disciplinary action on any member who has acted against the objectives of the association or misconduct.
13.20	Summoned on requisition of members: <ul style="list-style-type: none"> • The members can seek for an extraordinary general body meeting by giving their request to the executive committee with not less than 1/3rd of eligible Patron Members signing the request with a specific Agenda. • The secretary shall convene the E.G.M within one month from the date of receipt of the request, with the consent of the President and the Executive committee • Any such requisition General body meeting shall contain the proposed agenda explaining the reasons
14.10	EXECUTIVE COMMITTEE
	The executive committee consists of Five Governing body and 13 executive members and they have to be elected by the general body. The designations are as under. Governing Body : 5 members 1. President : One 2. Vice President : One 3. Secretary : One 4. Joint Secretary : One. 5. Treasurer : One Executive members : 13 members. For due representation the posts are reserved Phase/Sector wise as follows: Phase – II : Sector 1 : 3 members, Phase – IV : 2 members, Sector 2 : 3 members, Sector 3 : 3 members, Phase – V : 2 members <ul style="list-style-type: none"> • The five governing body members shall be elected by all the eligible patron members of all the sectors & phases. • The Thirteen Executive committee members shall be elected by the members of respective Phases and Sectors to have due representation to all sectors & Phases as stated above and enable the members of that sector / Phase as per their choice.

14.20	TENURE OF EXECUTIVE COMMITTEE :
	Three years from the date of resuming office.(From 1 st July to 30 th June of respective years)
14.30	FILLING OF VACANCES IN THE EXECUTIVE COMMITTEE:
	<ul style="list-style-type: none"> • If the President / Secretary post falls vacant due Resignation / removal on disciplinary grounds / death, the Vice president / Joint secretary to be elevated to the respective posts. • If any of the Executive member post falls vacant due Resignation / removal on disciplinary grounds / death,, the post shall be filled by nomination. • In either case , it has to be put forth for ratification in the next Annual general /General body meeting.
15.00	FUNCTIONS OF THE GOVERNING BODY/ MEMBERS:
	<ul style="list-style-type: none"> • It is part & parcel of executive committee. • Responsible for day to day functioning & administration of the association. • Each member of the governing body is delegated with certain powers & responsibilities, apart from their individual powers & responsibilities, • The governing body collectively can take a decision on matters of urgency, such as sanctioning of money for conducting meetings, seminars and emergency maintenance, except payment of donations, which can not be kept pending till the executive committee meeting. • Can take decision on representing the problems to various authorities, organizing programmers for redresal of the problems. • However all the decisions of governing body shall be put for ratification in the succeeding meeting of executive committee and the decision of executive committee will prevail over that of governing body. • No amendment or alteration shall be made in the purpose of the association unless it is voted by 2/3 of its members present at a special meeting convened for the purpose and confirmed by 2/3 of the members present at a second special meeting.
15.10	PRESIDENT:
	<ul style="list-style-type: none"> • Shall preside over all the meetings of general body & executive committee. • Shall supervise all the functions of association and sub committees constituted for various purposes. • May request vice president to preside and conduct the meetings in his/her absence. • Shall be responsible for all the external correspondence/ representation of any nature, on behalf of association.
15.20	VICE PRESIDENT :
	<ul style="list-style-type: none"> • Shall assist the president in discharging the duties. • In the absence of president, shall perform the duties of the president.

15.30	SECRETARY:
	<ul style="list-style-type: none"> • Custodian of all the records of the association. • Shall Convene all the meeting of Executive Committee, with the permission of President by a circulating a notice furnishing the agenda at least one week in advance. In case of urgency 3 days advance notice is sufficient. • Shall Convene the General body meeting, with the permission of President and the Executive committee by circulating a notice furnishing the agenda, a minimum of 14 days in advance. • Shall be responsible for all the correspondence / Circulars with in the association net work. or may correspond with other associations etc. with consent of the president, • Shall guide the treasurer jointly with president in preparing the budget accounts etc. • Responsible for recording the minutes of all the meetings and communicating them to the members. • Responsible for successful implementation of objectives of the Association.
15.40	JOINT SECRETARY:
	<ul style="list-style-type: none"> • Has to assist the Secretary in discharging his duties. • Shall perform the duties of secretary as entrusted to him in the absence of the Secretary. • Responsible for maintenance & safety of the of the association properties. • Shall see that the existing members pay their subscription dues in time and put his efforts in enrolling the new units as members by taking guidance from president, Secretary and Treasurer.
15.50	TREASURER :
	<ul style="list-style-type: none"> • Responsible to receive the money and to issue receipts, for all financial Transactions relating to the Association. • Has to maintain proper books of accounts, prepare the budget, jointly with the President and the Secretary. • Shall see that the existing members pay their subscription dues in time and put his efforts in enrolling the new units as members with the assistance of the remaining executive members in this regard. • He has to prepare the accounts of the association jointly with the President / Secretary • Withdrawal of money / payment has to be made in consent with the President and Secretary. • Operate the bank account jointly with the president / Secretary and transact with the signature of either of them. • Shall prepare and submit the budget to the general body / Executive committee with the guidance of the President and Secretary.. • Should not hold cash more than Rs. 10,000 for more than 3 consecutive days, unless there is a specific reason.

16.00	FUNCTIONS OF EXECUTIVE COMMITTEE /MEMBERS :
.01	EXECUTIVE COMMITTEE:
	<ul style="list-style-type: none"> • Shall be responsible for proper functioning and Management of Association besides safeguarding the properties of Association. • Shall meet at least once in 30 days. It may constitute committees on various matters pertaining to the activities of Association. • Shall scrutinize the annual report and expenditure statements of previous year and prepare the budget estimates for the next year. • Responsible to implement the decisions of general body and should work as per the directions of general body and within the frame work of bye laws of the Association . • Generally all the decisions shall be taken in the executive committee meetings. However business can be transacted through circular resolutions in case of emergency provided majority of the executive committee members agree / approve the proposals circulated to them. • Four working days clear notice shall be given for all meetings of executive committee along with agenda. • Any member of executive committee not attending the meetings shall inform the secretary about their inability in writing. • If any member is absent for three consecutive meetings, with out informing the President or Secretary, the executive committee has the power to call for discussions to find out the difficulties. In the absence of further two meetings, with out giving any reasonable explanation, the Executive Committee is empowered to remove him from the post and co opt any other eligible member in his place.
.02	EXECUTIVE COMMITTEE MEMBERS :
	<ul style="list-style-type: none"> • Shall be responsible to advice and approve the decisions taken by the governing body in the natural course of managing the day to day affairs of the Association. • Shall bring the issues pertaining their area to the notice of the Executive committee and suggest appropriate action. • Responsible for enrollment of new members as membership is the strength of the association. • Should see that the members of their area pay the annual subscription charges and attend the AGM, EGM in good strength and offer their valuable suggestions to improve the working of the association. • Should see the members of their area make use of the programs, meetings, conferences conducted by the association and get benefited. • Should give the feed back from members to the association from time to time. • Has to play a very important role in the functioning of the association as he is in direct touch with members of the association.

16.03	APPOINTMENT OF SUB COMMITTEE / S:
	<ul style="list-style-type: none"> • The Executive committee / Governing body / General body by an ordinary resolution appoint a sub committee / Committees to study any specific issues such as amendments of by laws, Study of feasibility reports on the new assignments etc., and give recommendation to the Executive committee for further study and initiate necessary action. • To execute / monitor some of the works / to prepare any representations / to prepare any news items, Websites, organizing seminars /Exhibitions or any events for the benefit of the members. • The members of the sub committee are either from the executive Committee itself or from the eligible good standing members. • Each Committee must be headed by a Senior member as Chairman or as a convener. • A coordinator may also be appointed from the Executive committee members to organize the meetings and provide necessary information to sub committee from the records of the association
16.04	APPOINTMENT OF ADVISORY PANEL:
	<ul style="list-style-type: none"> • The Executive Committee shall constitute an advisory panel to advise the Executive Committee on specific issues or matters. • Two or more members preferably past Presidents and Secretaries to be appointed as advisers to give their suggestions if any on specific matters. • The immediate President of the association shall by default be nominated in the panel of advisors. The president will be the chairman of the panel and the Secretary shall act as convener. It is advisable to have a meeting once in 3 or 4 months / at least twice in an year. The recommendations given by the advisory panel is not a binding on EC decision. The MC decision is only the final. • The ex- President or the ex. Secretary may be invited to take part in any of the executive committee meeting/s if the MC wish to seek their opinion on the administrative matters of the association, but they will not have any voting right...
17.00	QUORUM FOR GENERAL BODY & EXECUTIVE COMMITTEE :
	<ul style="list-style-type: none"> • Shall be 1/3rd of total eligible membership out of which three shall be necessarily from the executive committee. • In case if required number of members not presented at the schedule time the general body shall be adjourned for 30 minutes to give an opportunity for the members to attend. • Even after 30 minutes if the quorum found insufficient, the President can Conduct the AGM as per the agenda. • Quantum for Managing Committee shall be at least 1/3 of the total executive committee members out of which 2 should be from governing body.

18.00	FUNDS
	<ul style="list-style-type: none"> • The funds shall be spent only for the attainment of the objectives of the association and no portion there of shall be paid or transferred directly or indirectly to any of the members through any means. • The funds of the association shall be deposited in any scheduled banks with the approval of Executive Committee. • The Treasurer will be responsible for all financial transactions relating to the association. • No financial transaction shall take place with out the approval of the President and Secretary. • Treasurer shall release the payment on the advise of the President and the secretary. • The bank account shall be operated jointly by the Treasurer and President or Secretary. • The membership fee & annual subscription and user Charges shall only be utilized for day to day administration of association. • All the other contributions like, donations, grants, and other receipts shall be utilized only for capital expenditure, maintenance and other developmental activities. These revenues can not be spent for day to day administration. • However with the prior approval of general body, these can be diverted for other purposes in case of emergency / necessity
19.00	INDENTS OF ALL COSTS AND EXPENDITURE :
	<p>Every member, Office Bearer and employee of the Association shall be indemnified by the association against all losses and expenses caused during his work in the association in furtherance of the object of the association. In matters of doubt, the executive committee's decision shall be final.</p>
20.00	AMENDMENTS :
	<ul style="list-style-type: none"> • Association may alter the provisions of its by laws with respective to change of objectives of the association by moving a resolution in the General body. • The Executive Committee by a resolution with 2/3 rd majority should approve the amendments before placing in the General body meeting. • Association may amend/alter its by laws , by an ordinary resolution passed by not less than 1/2 (half) of the eligible Patron members present and vote approving the amendment/s in the annual General meeting / meeting convened for the purpose. • The amendments Proposed and approved in the General body meeting shall be ratified in another General body meeting summoned for ratification within 30 to 45 days. • Any amendments made to the by Laws to be submitted to the Register of societies.

21.10	MEMBERSHIP REGISTER.: The following particulars to be recorded as per Clause 11 of act
	<ul style="list-style-type: none"> a) Name and address, Line of activity of each member b) Date on which the any person was entered in the register as member. c) Date on which any person ceased to be member, and d) The specimen signature of authorized representative.
21.20	RECORDS /DOCUMENTS TO BE MAINTAINED : Shall maintain and keep the following at the association office as per clause 12 of Act.:
	<ul style="list-style-type: none"> a) A copy of the act with amendments incorporated. b) A copy of registered by laws with amendments made from time to time. c) Shall record the minutes (in separate minutes books) of all proceedings of every general body and its committee, duly signed by the persons who chaired the said meeting d) Accounts of money received and expended by the association. e) Accounts of purchases and sales of goods by the association f) Accounts of all assets and liabilities of the association. g) Copies audit reports and if any and compliance reports there on. h) An up to date register / list of members with voting rights on completion of financial year.
21.30	VOTER IDENTITY CARDS :
	<ul style="list-style-type: none"> a) Issue of member ID cards to the eligible member Industry is the responsibility of the Executive committee. b) The Principle representative of the member Company, whose name was mentioned in the Voter ID card is allowed to cast the Vote on producing the same to the Election officer. c) Due to any reason if the Principle representative, whose name mentioned in the ID card is not in a position to participate in the Voting any one of the alternative representatives, whose names are already mentioned in the Member ship register/ ID application form , can take part in the election by producing the member ID card and any one of the personal Photo ID cards issued by Govt. Agencies such as Driving license, Pass Port, Pan Card, Adhar Card, etc., d) In case if the association has not issued member ID Cards, members shall be allowed to take part in the Voting ,on submission of ID cards issued by CNMIASS.
22.00	DISSOLUTION & WINDING UP :
	<ul style="list-style-type: none"> • In case of the Association has to be wound up, the property and funds of the association that remain after discharging the liabilities if any, shall be transferred or paid to some other Association with similar aims and Objectives, by making a special resolution in the General body called for that purpose with 3/5 majority... • To amalgamate itself with any other society with the same aims and objectives by a special resolution in the General body called for that purpose with 3/5 majority

23.00	LEGAL PROCEEDINGS :
	<ul style="list-style-type: none"> • No Members shall proceed by law against the Association or any Office Bearer without giving notice first in writing to the executive committee. • Any dispute is subject to the jurisdiction of principle civil court at Ranga Reddy district. ,
24.00	ELECTION PROC ESS :
.01	DATE OF ELECTION :
	Any day on or before 30th June of the election year as decided by the Executive committee and Communicated to the members by the Secretary at least 21 days in advance to the Polling day through e mail and by a circular..
.02	ELIGIBILITY TO CONTEST :
	<ul style="list-style-type: none"> • The Patron member who has paid the dues on or before the cut of date, usually 15th May of the year unless otherwise notified by the out going executive committee to facilitate the members to clear the dues and participate in the election. • No member shall be eligible to contest for more than one post. If any member files nomination for more than one Post, and not withdrawn the nominations for the additional Posts, before withdrawal date, his or her nominations for all the posts will be rejected • To contest for the post of President one should serve the association at least one term each as an Executive committee member and as Governing Body Member. • The Director / Partner / Proprietor representing the Patron member company shall only eligible to contest for the Executive committee.
03	ELECTION OFFICER :
.	<p>The Managing Committee, in its meeting to be held during the month of May of the election year, has to nominate, one of the senior members, among the patron members eligible to Vote in the ensuing Election after taking his consent to under take the responsibility.</p> <p>He /she should be a good standing member in all his interested companies. His / her interested company should not participate in the election.</p>
.04	CO- ELECTION OFFICER/S:
	<ul style="list-style-type: none"> • The election officer is to be authorized to nominate one or two members as co-election Officers, among the eligible Voters as per his choice, when ever he feels their services are required, to assist / associate with him in conducting the election, during the process of election. If any divergent Views arise in the Process of conducting the Election, the decision taken by the Election Officer is final. • The Co- Election officers are not authorized to convene any meeting of the members or contestants with out the approval of the Election officer. They also not authorized to issue any Circular / Addendum on the previously issued notices or Circulars issued by the Election Officer, without his approval. In other words the Election officer is the only person authorized to issue notices, Circulars, Addendums etc., The conditions applicable in nominating the election officer shall apply in selecting the co- election officer also..

24.05	ELECTION NOTIFICATION :
	The election officer is the only the person authorized to issue the notification, 21 days in advance to the scheduled date of Election.
.06	DISPLAY OF ELIGIBLE VOTER LIST :
	<ul style="list-style-type: none"> • The Secretary with the approval of the Executive committee has to display at least 40 days before the date of elections. • The members may bring to the notice of the Secretary with in 5 days from the date of display of Voter list, for corrective action in case of any errors noticed in the list displayed. • The Election officer is no way responsible for any omissions, caused due to typographical / human error etc., in the Voter list displayed by the Secretary. • The members may represent their objections if any in writing for the review of the Election officer, in case if the out Going Executive Committee has not responded to their representation. But it is the prerogative of the election officer, and he/she is at full liberty to take any decision / issue any Ruling, which ever he /she feels fit on the representation. • Once the name is displayed in the list, no objections will be entertained for undisputed members, whose name appears in the list of voters or contestants.
.07	GOVERNING BODY MEMBERS:
	<ul style="list-style-type: none"> • shall be elected by all the eligible members of CIA from Phase II, IV and V.
.08	EXECUTIVE COMMITTEE MEMBERS:
	<ul style="list-style-type: none"> • To be elected by members of respective Sectors of Phase II, Phases of IV and V only. • Among the contestants of EC members the First 3 highest votes polled contestants from Sector I, II, and III of Phase II and First two highest votes polled contestants from Phase IV and V shall be declared as Elected
.09	COST OF NOMINATION FORM :
	<ul style="list-style-type: none"> • Nomination Forms will be issued by the Election Officer against payment of Rs.1000 per application, irrespective of Post for which the Member is contesting, which is non refundable. • The Election Officer is authorized to enhance the fee in consultation with the Secretary of the out going Committee.

24.10	ALLOTMENT OF SYMBOL:
	<ul style="list-style-type: none"> • A Common symbol, other than any Symbol allotted to any political party, by Election Commission of India, may be allotted, on first come first basis on submission of a request Letter duly signed by all the members of the respective Panel. • .If no representation is received from the Contestant, Election Officer shall allot any Symbol, as per his choice.
.11	POLING AGENTS :
	<ul style="list-style-type: none"> • Total 5 poling agents are only allowed to be nominated among the representatives of eligible member company, for each panel. at a time only 3agents are only allowed and the other 2 are relievers.. • The list of poling agents to be submitted to the election officer in the prescribed format, furnishing the name of the agent and the company he /she is representing at least 2 days in advance to the polling day. no change of agent is allowed, unless there is a justified reason and the election officer is satisfied.
.13	STAFF FOR ASSISTANCE :
	<ul style="list-style-type: none"> • Since the Post of Election officer is honorary and temporary and he is not having any staff on his own, the out going Secretary has to give necessary instructions to the Staff of the association to assist the election Officer in discharging his duties. • If any mistakes committed by the staff, may be by over site or natural human error, it should be brought to the notice of the election officer for review. Under no circumstances the Election officer should be held responsible for it, either by contestants or the other members,
.14	The decision of Election officer is final in all the matters pertaining to conducting of Elections.

.08	TYPICAL ELECTION SCHEDULE :
	<ul style="list-style-type: none"> • Issue of nomination Forms : From 11.30 A M to 6.00 PM on 8th & 9th day. • Filing of Nominations : From 11.30 AM to 5.00 PM on 10th day. • Scrutiny of Nomination Forms : on 11th & 12th Day. • Display of Valued nominations : by 11.30 AM on 12th day. • Withdrawal of Nominations : From 12.30 PM to 6 PM on 13th & 14th day. • Allotment of Symbol : Req. letter shall be submitted before 5 PM on 15th day. • Election time & Day : From 10.00 AM to 3.30 PM. on 21st day. • Counting of Voters : 4.30 PM on wards .on Election day . • Declaration of Results : Any time after 10.30 PM on election day. <p style="text-align: center;">(How ever the election officer is at liberty to declare the schedule as per his convenience)</p>

CHERLAPALLY INDUSTRIES ASSOCIATION

Ref : CIA/ BL/2013/141

Dt. 24.06.2013

CIRCULAR

Dear Members,

Sub.: **Amendments to Bye-laws of our Association / Election Process**

All the members are here by informed that a Sub-Committee was constituted by the Managing Committee in its meeting held in the month of March 2013, with Sri. K .Murali, the Past President as Chairman and Sri. K. Appi Reddy, Sri. G. Ragavaiah, Sri. K.Sudhir Reddy and Sri. J Narendra Reddy as members. to study the existing Bye-laws and suggest the amendments which may be required in compliance to the relevant Act , the Election process etc.,

The sub committee has submitted the “**Proposed Amendments**” to the Managing Committee by their letter dated 15.06.2013.and the same was formally placed before the AGM held on 21st June 2013 by way of a Power Point Presentation..

A copy of the same is enclosed for the information of members and express their suggestions if any in writing addressed to the President on email : cia.cherlapally@gmail.com or Chairman of Sub-Committee on his email: kotagirimurali15@gmail.com

The proposed amendments to Bye-laws will be placed for discussion and approval, in the next General Body Meeting ,which may be held some time in the month of August / September, exclusively for this purpose. Members are requested to forward their suggestions on or before **31st July 2013**, to enable the Sub-Committee to study them and submit their recommendations for the Managing Committee Review / Approval and summon the General Body Meeting.

With Best Regards

P. Chandrasekar Reddy
President
Cherlapally Industries Association

Address : CIA Office Complex, Main Road, Sector III, Phase II, Cherlapally, R.R. Dist., Hyderabad.

Ph. 040-27261188

Registration No.	2012/1999
Serial Number of the Documents:	1/2014
Name of the Society:	CHERLAPALLY INDUSTRIES ASSOCIATION
Description of the Documents:	Amendment
Date of Submission:	14-04-2014
Date of Entry:	15-05-2014

Sd. /- XXXX
REGISTRAR OF SOCIETIES.

The Seal of Registrar of Societies, R.R. District.

(True Copy)

Total No. of Sheets

: 17

Total No. of Corrections

: NIL

Copy Typed by

:

Copy Compared by: READER

: D. Sony (Jr. Asst)

EXAMINER

: *[Signature]*
28/05

Office of the Registrar of

Societies, Ranga Reddy District.

Dated the 28th day of May 2014



[Signature]
REGISTRAR OF SOCIETIES
RANGA REDDY DIST.