

## **Attachment - I**

**13.08.2021**

### **Jute Products Development & Export Promotion Council**

#### **RULES FOR ELECTION OF COMMITTEE OF ADMINISTRATION (CoA) FOR 2021-22**

##### **A. Formation & Composition**

Following the Articles of Association (As Amended and Approved and the Govt. Directives)-

1. Total members of Committee of Administration (CoA)- 14
  - i. Elected Members - 9
  - ii. Co-opted Members – 2  
(No Voting Power)
  - iii. Govt. Nominees - 2  
(No Voting Power)
  - iv. Executive Director - 1  
(No Voting Power)
2. Number of Posts open for Election shall depend upon number of CoA-Members who are longest in office and are due to retire on rotation, in order of seniority, but not to exceed 1/3<sup>rd</sup> of existing members; they are eligible to be re-elected).
3. Co-opted members whose tenure ends with that of CoA can contest or can be co-opted in the AGM.

##### **B. Eligibility for Contesting Election**

1. Member shall hold valid RCMC of JPDEPC for at least 3 years.
2. Member contesting election shall have minimum exports performance of Jute Products of Rs 5 lac in year previous

to election or minimum cumulative exports of Rs 15 lac in preceding 3 successive years from the year of election.

**3.** A member otherwise eligible to contest election for any elective post is required to submit

i) Self- declaration to the effect that his/her dues with JPDEPC, including Fees for Membership & RCMC, are cleared on the day of submitting application to contest. (Valid Fees Chart, as on 01.04.2021(**Enclosure- I**)).

ii) Self-declaration that he/she is not disqualified under Companies Act 2013 (Section 152).

iii) Self-declaration that he/she is not otherwise disqualified under Articles of Association.

iv) Self-declaration of his/her interest in other entities as per Companies Act 2013.

v) Nomination Form duly Signed/Stamped /Dated (**Attachment - I**).

vi) His/Her consent in Form DIR 2 (**Attachment - III**).

**4.** Member, becoming eligible on scrutiny, must submit to Council, Chartered Accountant Certified or Bank Certified figures of annual exports of Jute Products for 3 completed years (Financial Year wise, April-March), preceding the year of election.

### **C. Member's Right to Cast Vote**

1. 'Associate' member, Co-opted Member, Govt. Nominee and Executive Director are not entitled to vote.

2. No outstanding dues with JPDEPC.

3. Members must have obtained membership with RCMC of Council in Financial Year before year of Election.

4. Each member has right to cast maximum one vote for each of the seats for which election is being held.

5. Member is not otherwise disqualified under Articles of Association.

**D. Voting and Election by Electronic System Under Supervision of A Nominated Scrutinizer.**

1. In compliance with Companies Act and GOI Directive, Election shall be held by E- System only.
2. Each valid electorate shall have the right to cast one vote for each of total vacancies.
3. There shall be a designated Scrutinizer to conduct the Election.

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