

**ELECTION PROGRAMME FOR THE OFFICE BEARERS AND MEMBERS OF  
GOVERNING BODY OF HARYANA ENVIRONMENTAL MANAGEMENT  
SOCIETY – HEMS (REGD.)**

The above Election will be held on 29/11/2017 (Wednesday) at **Gurgaon Industrial Association, GIA House, IDC, Mehrauli Road, Opp. Sector-14, Gurugram-122001** for the following Designations from amongst the Members of the Collegium of the Society as per the schedule below: -

<b><u>Election Programme</u></b>			
<b>Sr. No.</b>	<b>Programme</b>	<b>Date</b>	<b>Time</b>
1	Display of the voter list of Collegium Members on the Society website <b><u>www.hems.org.in</u></b>	02/11/2017	-----
2	Filing of Nominations for the following Designations: a) President 1 b) Vice President 1 c) Secretary 1 d) Treasurer 1 e) Members (G. Body) 11 Total 15	09/11/2017 to 10/11/2017	10:00 AM to 4:00 PM
3	Scrutiny of Nomination Papers	11/11/2017	11:00 AM
4	Withdrawal of Nominations	13/11/2017	10:00 AM to 4:00 PM
5	Date of Polling	29/11/2017	10:00 AM to 4:00 PM
6	Counting and Declaration of result by Returning Officer immediately after close of Polls.		

**Instructions for the Collegium Members to the Election  
of the Governing Body of HEMS**

- a) Nomination Forms can be downloaded from our website or can be obtained from Society's Office on any working day.
- b) Nomination Form can be filed by a Member of the Collegium of the Society only.
- c) Dully filled Nomination Form will be submitted by the Candidate in person before the Returning Officer in HEMS Office, Gurgaon.
- d) A self attested copy of the Certificate of Election issued by Returning Officer to the Collegium Members should be attached with the duly filled Nomination Form & the original certificate will have to be produced at the time of voting.
- e) If the Nomination is not in prescribed form or incomplete in any respect will be rejected.
- f) If the Nomination Form has not been signed by the Candidate will be rejected.
- g) If a Nomination Form has been submitted by a person other than the Candidate himself will be rejected.
- h) If a Nomination Form has been submitted to a person other than Returning Officer or to a person not authorized by Returning Officer in this behalf, will be rejected.
- i) Withdrawal of nomination will be accepted in writing and in person by the candidate before the Returning Officer.
- j) Society has uploaded on it's web-site [www.hems.org.in](http://www.hems.org.in) on 02.11.2017 voter list of HEMS Collegium Members. The said list is also available in the Society Office and in the office of District Registrar Firms & Societies, Gurgaon.
- k) One member can contest for one Designation only.
- l) Only Member of the Collegium as shown in the voter list will be allowed to cast his/ her vote in person.
- m) The voting will be by Secret Ballot.
- n) No proxy vote is allowed.
- o) A voter shall cast his / her votes (5 nos.) for the following Designations separately:
  - 1. President
  - 2. Vice President
  - 3. Secretary
  - 4. Treasurer
  - 5. Governing Body Member
- p) If a Candidate files nominations for more than one Designation, all the nominations filed by him will be rejected.

**Date : 31.10.2017**  
**Place : Gurugram**

**Sd/-**  
**Administrator**  
**(HEMS)**