



THE INDIAN OFFICERS' ASSOCIATION

(Regn. No. 2/1909-1910)

69, Thiru Vi.Ka.High Road, Royapettah, Chennai 600 014
Phone : 044 - 2811 1160 / 2811 4660


**NOTICE FOR 109TH ANNUAL GENERAL BODY MEETING
ON 02.10.2016 SUNDAY AT 10.30 AM
VENUE : IOA CENTENARY AUDITORIUM**

AGENDA

1. Confirmation of the Minutes of the General Body Meeting held on 2nd October, 2015 and SGBM held on 21st May, 2016
2. Approval of Annual Report and Statement of Accounts for the year 2015-2016 with Auditor's Report.
3. Ratification of appointment of Statutory Auditor for the year 2015-2016
4. Nomination of Statutory Auditor for the year 2016-2017
5. Amendments to the Bye-laws

All members are requested to kindly attend the meeting.

Date : 6.9.2016


R. PARANJOTHI
District Judge (Retd.)
General Secretary

Amendments proposed - ANNEXURE to the Notice of the Annual General Body Meeting.

Amendment No.1

<p>Part III Management</p> <p>15(i) The administrative affairs of the Association shall be managed by a Committee consisting of President, Two Vice-Presidents, a General Secretary, Joint Secretary, Treasurer and nine other members elected from among the members except associated members and it shall be known as Executive committee. A Member of the Executive Committee shall be elected in the Annual General Body Meeting from among members and he shall hold office for 2 years from the date of election. The total tenure of an incumbent of an E.C Member and of the office bearer to be 3 consecutive terms or 6 consecutive years in each post.(G.B.30.11.2003)</p>	<p>The following phrase is deleted.</p> <p>“The total tenure of an incumbent of an E.C Member and of the office bearer to be 3 consecutive terms or 6 consecutive years in each post.(G.B.30.11.2003)”</p>	<p>This subject is dealt in clause 16(iv) Amendment No.3. Since it is a repetition it is to be deleted.</p>
---	--	---

Amendment No. 2 *

Clause No.	Existing	Amendment proposed	Justification
15 (iii)	The President shall have power to nominate any person as Hony.Warden and he shall become Ex-officio member of the Executive Committee with right to vote	Replaced by the following A caretaker shall be appointed to look after all the works relating to IOA Mess, Hostel and Guest Rooms under the overall supervision and control of the General Secretary. He shall be paid monthly salary for this work as fixed by the Executive Committee.	No member is willing to hold the Hon.Warden post and no one is staying near IOA office. Further appointing a caretaker in the place of warden on monthly salary basis, responsibility and accountability can be fixed. The salary shall be fixed by the Executive Committee of IOA.

Amendment No.3			
16. IV	<p>16. Disqualification for being a Member of the EC</p> <p>16(iv)A retiring member of the Executive Committee shall be eligible for re-election. But no member of the Executive Committee shall hold office for more than 6 years consecutively or for more than 3 consecutive terms in each post.</p>	<p>The existing clause 16(iv) shall be substituted as follows:</p> <p>16(iv)</p> <p>“A retiring member of the Executive Committee shall be eligible for re-election. Notwithstanding anything contained in these byelaws, a member who has served in the Executive Committee either continuously or piecemeal for four years or more altogether, on the date of election from the date of inception of this association, shall not be eligible for re-election to the Executive committee.”</p>	<p>In order to infuse fresh blood in the management of the IOA and to prevent vested interests taking over the IOA.</p>

Amendment No.4 *			
17 (iv)	<p>17.Power of the Executive Committee</p> <p>17(iv) The Executive Committee shall be responsible for the general compliance of the provisions of the Tamil Nadu Societies Registration Act, 1975</p>	<p>To Add:</p> <p>The Executive Committee shall not have any right to formulate any procedure/rule of conduct etc. which are repugnant to the bye-laws of the association, Tamil Nadu Societies Registration Act, 1975 and Rule 1978 or any legal provisions on finance or otherwise existing and in force in Tamil Nadu.</p>	<p>The EC has adopted " Manual of Office and Financial Administration" which contains many items repugnant to the Bye laws of our association. Any Manual for administration shall deal only on the conduct of office business and procedures to be adopted, responsibilities etc. of salaries employees of the association. EC shall not intrude in the privileges, authorities and rights of any elected member as they have been elected by the General Body on trust and faith reposed by the General Body.</p>
Amendment No. 5 and 6 *			
22	<p>All contested elections shall be by secret ballot. The procedure of elections shall be formulated separately by the Executive Committee</p>	<p>The elections shall be conducted as per the Election Rules appended as Appendix</p>	<p>The Election Rules have been approved by the Executive Committee on 02.04.2005. These rules may be modified to conduct the election as per</p>

23	The ballot papers shall be prepared in advance with the seal of the Indian Officers' Association and the facsimile of the signature of the General Secretary and distributed only to the valid members of the General Body for each election	All contested elections shall be by secret ballot. The serially numbered ballot papers shall be prepared in advance with the seal of the Indian Officers' Association and the facsimile of the signature of the Election Officer and all the members of the Election Committee and distributed only to the eligible members to vote who are present at the meeting in which the election is held	the election schedule prepared by the EC according to its convenience and hence rules are now proposed to make it permanent so as to complete the election procedure without bias. Hence it is necessary to amend the Article Nos. 22 and 23 of the Bye-Laws of IOA
----	--	--	---

APPENDIX

ELECTION RULES

[See Clause 22 and 23]

Short title: These rules shall be called the Election Rules for the election of members of the Executive Committee of the Indian Officers' Association including office bearers.

1A. The Executive Committee of the association shall appoint an Election Officer from among the life members of the Association before 31-08 of the year of election and communicate its decision to the appointee. Such appointment shall be made only with previous consent of the member.

1B. The General Secretary shall give a copy of the list of eligible voters to the Election Officer along with his appointment order.

1C. The Executive Committee shall release Rs.25,000 to the Election Officer on Impressed Account .

1D. The Election Officer shall incur all expenses minimum required to conduct the election fairly and render accounts to the Executive Committee before 10th October of the year in which election is conducted. The balance with him if any shall be paid back to the association and excess expenditure suffered shall be reimbursed by the Association.

1E. All activities connected with elections from the date of his appointment shall be done only by the Election Officer on his own or on his order.

1F. The election Officer shall not permit himself or other members mustered for election work susceptible to any influence for any one including office bearers of the Association

1G. The election Officer shall conduct the election fairly without bias or prejudice against any one, except under the rules.

1H. The General Secretary shall allot him a room or rooms or space in the Centenary Building required by the Election Officer for conducting elections from the date of his appointment.

2. Term of Office: The term of office for all the office bearers and members of the Executive Committee shall be two years. A term of the office bearer shall begin at the close of the annual meeting at which results of election is announced and shall continue until 02 October at the end of 2nd year.

3. Eligibility of a contestant: A candidate seeking election to any of the office of the Executive Committee shall be a Life Member of the Association as on 31st August of the year in which the election is held.

4. Filing of Nominations:

(a) The nomination of a contestant shall be filed as per the date and time stipulated in the election schedule in the prescribed format annexed to these rules. Nominations shall be filed with Election Officer either by post or in person.

(b) A contestant can file nomination for any number of offices of the Executive Committee. But he/she shall withdraw the nominations, except for any one post before the time of withdrawal of nominations. If any member failed to withdraw the nominations except for any one post before the time of withdrawal, the nominations of such a candidate for all the posts shall be summarily rejected.

(c) A nomination filed by a contestant, if found to be violative of these Election Rules or Bye-Laws of the Association, shall be invalid.

(d) A candidate shall be proposed by a Member of the Association and seconded by another, provided both the proposer and the seconder shall be the Life Members of the Association as on 31st August of the year in which election is held.

(e) A member can propose or second as many contestants for all the posts, but not exceeding the number of candidates to be elected for a particular post. If it is found that a member

proposed or seconded the contestants exceeding the number of contestants to be elected for a particular post, the nominations of such contestants shall be rejected.

(f) The nomination shall be in the following format and sent to the "Election Officer, Indian Officers' Association, 69, Thiru. Vi. Ka High Road, Royapettah, Chennai-600 014", super scribing on the envelope as

NOMINATION FOR THE ELECTION OF.....

.....FOR THE TERM.....

INDIAN OFFICERS' ASSOCIATION, CHENNAI-14

ELECTION OF OFFICE BEARERS FOR THE TERM.....

NOMINATION FORM

1. Name of the Post contesting :
2. Name, Address and Life Membership
Number of the Contestant :
3. (i) Name, Address and Life Membership
Number of the Proposer :
(ii) Signature of the Proposer :
4. (i) Name, Address and Life Membership :
Number of the Seconder
(ii) Signature of the Seconder :

Consent of the Contestant

I contest for the post mentioned above. I shall abide by the rules and regulations of the election.

Station: _____ Signature of the Contestant

Date :

For Office Use only

5. Remarks of the Election Committee : The nomination has been received athrs on..
The nomination is valid
The nomination is withdrawn
The nomination is invalid due to

Signatures of the Members of Election Committee (1)

(2)

(3)

Signature of the Election Officer :

5.	<p>Eligibility of voter:</p> <p>(a) A voter shall be a Life Member of the Association on 31st August of the year in which the election is held.</p> <p>(b) A member cannot vote by proxy.</p> <p>Election schedule:</p>												
6.	<table border="1"> <tr> <td data-bbox="236 577 730 633">1st September</td> <td data-bbox="730 577 1458 633">Issuing of Election Notification</td> </tr> <tr> <td data-bbox="236 633 730 745">4th September to 18th September (upto 5.00 pm) (Both days inclusive)</td> <td data-bbox="730 633 1458 745">Filing of nominations during all working days</td> </tr> <tr> <td data-bbox="236 745 730 857">19th September</td> <td data-bbox="730 745 1458 857">Scrutiny of Nominations and Display of the valid contestants in the Notice Board of Association's Office at Chennai</td> </tr> <tr> <td data-bbox="236 857 730 936">22nd September (upto 5.00 pm)</td> <td data-bbox="730 857 1458 936">Last date for the withdrawal of nomination</td> </tr> <tr> <td data-bbox="236 936 730 1048">23rd September</td> <td data-bbox="730 936 1458 1048">Display of the list of final contestants in the Notice Board of Association's Office at Chennai</td> </tr> <tr> <td data-bbox="236 1048 730 1126">2nd October</td> <td data-bbox="730 1048 1458 1126">Election in the Annual General Meeting; Counting of votes and declaration of results</td> </tr> </table>	1 st September	Issuing of Election Notification	4th September to 18 th September (upto 5.00 pm) (Both days inclusive)	Filing of nominations during all working days	19 th September	Scrutiny of Nominations and Display of the valid contestants in the Notice Board of Association's Office at Chennai	22 nd September (upto 5.00 pm)	Last date for the withdrawal of nomination	23 rd September	Display of the list of final contestants in the Notice Board of Association's Office at Chennai	2 nd October	Election in the Annual General Meeting; Counting of votes and declaration of results
1 st September	Issuing of Election Notification												
4th September to 18 th September (upto 5.00 pm) (Both days inclusive)	Filing of nominations during all working days												
19 th September	Scrutiny of Nominations and Display of the valid contestants in the Notice Board of Association's Office at Chennai												
22 nd September (upto 5.00 pm)	Last date for the withdrawal of nomination												
23 rd September	Display of the list of final contestants in the Notice Board of Association's Office at Chennai												
2 nd October	Election in the Annual General Meeting; Counting of votes and declaration of results												
	<p>Note 1: Notification for election shall be sent to the members by ordinary post on 1st September or on the next postal working day, if 1st September is a postal holiday it shall also be displayed in the notice board of I.O.A.</p> <p>Note 2: The office of the Indian Officers' association shall function on all Sunday's to in the month of September of the year were the election is to be held in the subsequent month of October, even if these days are declared holidays, to carry out the business relating to the election</p> <p>Note 3: The polling, if necessary, shall be held on 2nd October even it is a declared holiday</p>												
7.	<p>Election Procedure:</p> <p>(a) An Election Committee consisting of the Election Officer and three members shall be constituted by the Committee prior to the date of election notification. The Election Officer and the embers of the Election Committee shall be the Life Members of the Association on 31st August of the year in which the election is held.</p> <p>(b) No member of the Election Committee including the Election Officer shall be a candidate for the election.</p> <p>(c) Election notification shall be issued by the Election Committee along with terms and</p>												

	<p>conditions found necessary for smooth conduct of the election.</p> <p>(d) The Election Committee shall publish the voters list in the Notice Board of the Association's office on the day of the election notification.</p> <p>(e) All the nominations received shall be scrutinised only by the Election Committee subject to the rules and bye-laws of the I.O.A. The decision of the Election Committee in acceptance or rejection of a nomination of a contestant shall be final.</p> <p>(f) The Election Officer shall give a certified copy of the eligible members to vote in the election on application by any member by collecting Rs.1.00 per page of A4 size within 48 hours of the application.</p>
8.	<p>Polling:</p> <p>(a) The polling, if necessary, will be held on 2nd October (i.e on the date of Annual General Meeting) at appropriate time as decided by the election committee, by secret ballots.</p> <p>(b) Only the Life Members of the Association as on 31st August of the year in which the election is held who are present shall be given the ballots and allowed to vote.</p> <p>(c) A contestant may have an agent. While polling is in progress, the contestant himself can visit the polling booth briefly, if permitted by the Election Officer.</p> <p>(d) Casting a vote is done by the voter by making a cross mark (x) against the name of the candidate of his choice in the relevant column. Any other sign or seal authorised by the Election Officer is acceptable. However, it shall be uniform and different marks are not permitted.</p>
9.	<p>Invalidation of vote:</p> <p>(a) If the cross mark or any other authorised mark is found against more names than the required number of posts in the same category, the vote is invalid.</p> <p>(b) Putting more than one mark against the same name or voting for fewer number of posts than required shall not invalidate a ballot, provided other conditions are satisfied.</p>
10.	<p>Counting of votes:</p> <p>Immediately after the poll, on the same day, the votes shall be counted without any interruption and the votes tally shall be prepared, and signed by the Election Committee.</p> <p>(a) One agent will be allowed on behalf of each contestant, if the latter specifically requests so. The counting shall be done under the supervision of the Election Officer and the members of the Election Committee. The Election Committee may draw the required members from the Life members of the Association to assist the polling and counting of votes.</p>
11.	<p>Declaration of Results:</p> <p>(a) Immediately on completion of counting, the results shall be declared by the Election Officer and such declaration shall be final.</p> <p>(b) The Election Officer will give a certificate to every elected person to that effect.</p> <p>(c) All orders or declaration by the Election Officer shall be under his authority with his seal and full signature with date.</p>

Amendment No. 7 *			
	Existing Bye Law	Proposed	Justification
26	<p>Rule 26 The financial year of the association shall be from April to March and the accounts of the association shall be audited by the Chartered Accountant appointed by the General Body on the recommendation of the Executive Committee. The balance sheet along with the statements of Receipts and Payments accounts and the Income and Expenditure Account as audited by the auditor shall be placed in the General Body Meeting.</p>	<p>The following sentences shall be added:</p> <p>26A. The Executive Committee shall prepare a budget for the coming financial year and submit before the General Body for its approval. Executive Committee shall spend an amount limited to Rs.10.00 lakhs in a year without the prior approval of the General Body and seek ratification in the next General Body justifying such expenditure.</p> <p>26B. The Executive Committee shall spend only as per budget and shall be responsible for the General Body and shall seek ratification or face recovery action by the General Body for expenditure incurred other than expressly approved in the budget.</p>	<p>.The treasurer submits accounts, audit report etc. before the General Body every year. Such routines and formalities are followed as usual. Whereas the purpose of audit is, apart from other reasons, whether the EC has functioned/spent association funds as per the approval of the GB. If there is no such budget provision, there shall not be any need for audit report to be submitted to the GB and Audit Report is enough for the EC. The prime reason for approval of audit report is to know whether the EC/Association have acted towards the objectives of the association. Every member has right to know this. Budgeting is necessary to control the expenditure according to the priorities given by the GB rather than EC or President. Hence this is a must for any association. At present, the President/EC can incur any expenditure which is highly volatile as the transaction of the association has risen up heavily. Members want the expenditure to be restricted & allotted according to priority and limitations decided by the GB rather than at the pleasure and the risk of any individual.</p>

22
Amendment No.8

Insertion as new Bye Law as 26 C

Resolution:

It shall be resolved and declared that the **"The Indian Officers' Association Manual of Office Procedure"** is invalid.

Justification:

This is necessitated as this manual contains all clauses which are repugnant to the Bye Laws of the Association. The functions, Privileges and Powers of Office bearers are to be Governed only by the General Body and not by the Executive Committee. In the name of manual all clauses which are to be included in the Bye Laws have been brought within the purview of the Executive Committee with power to amend as and when needed whereas any amendment to Bye Laws are to be resolved only under 2/3 majority as a special resolution as per the Tamil Nadu Societies Registration Act. This manual was not passed in General Body Meeting with 2/3 majority. This manual was prepared with an eye on the General Manager to monitor his functions and powers. This General Manager post has been dropped now. Hence it is in no way useful. Hence this manual is invalid.

* More than 50 members proposal mandatory included.



GENERAL SECRETARY

06-09-2016