

**ELECTION OF MEMBERS OF MANAGEMENT COMMITTEE FOR 2018 - 2020**  
**INFORMATION & SCHEDULE**

Dear SAEINDIA Southern Section Member,

Warm Greetings.

You are aware that SAEINDIA Southern Section in their MC meeting held at Chennai on 17.02.2018 decided to conduct elections to elect 14 elected category members for the Management Committee to run the affairs of SAEINDIA Southern Section during the period 2018 - 2020 and through an Unanimous Resolution appointed **me** to be the Election and Returning officer to conduct this Election and I have accepted the assignment.

You are also aware that the election originally announced on 16.08.2018 stands cancelled. **As such nominations submitted for it also stands not valid.** Vide this letter, you are informed of the schedule for the Revised Election and please note that only fresh nominations will be accepted for this revised election.

SAEINDIA Southern Section Members who are on rolls as on 24<sup>th</sup> August, 2018 alone will be eligible to contest and also participate in the Election Process. As per the bye-laws of SAEINDIA Southern Section, only Fellow, Honorary member and Members are eligible to contest and vote in the Election of the Members of the Management Committee. **Associate, Affiliate and Student members cannot participate** in the election process including proposing and seconding a nominee. Similarly, **Past Chairman cannot contest** but can propose or second a nominee.

The following time table shall be followed

1	Commencement of the issue of Nomination forms (along with this)	28 <sup>th</sup>	August	2018	(Tuesday)
2	Last date for receipt of Nominations	7 <sup>th</sup>	September	2018	(Friday)
3	Scrutiny of Nominations	8 <sup>th</sup>	September	2018	(Saturday)
4	Withdrawal of Nomination	11 <sup>th</sup>	September	2018	(Tuesday)
5	Dispatch of Ballot Papers to Members	14 <sup>th</sup>	September	2018	(Friday)
6	Last date of receipt of Ballot Papers	12 <sup>th</sup>	October	2018	(Friday)
7	Counting of Votes & announcement of results	13 <sup>th</sup>	October	2018	(Saturday)

All members should indicate their membership numbers. **Members should have RENEWED their Annual Membership by paying the dues on or before 24<sup>th</sup> August, 2018** to participate in the election process. Please also note that each member's validity of the membership till the election results are announced, is maintained (for whose expiry falls after their nominations are sent)

Nomination forms are available from 28<sup>th</sup> August, 2018 in the SAEINDIA Southern Section office. Nomination forms will be sent on request from members. The forms can also be obtained from the Chairman / Secretary of the Section or can be downloaded from SAEISS website [www.saeiss.org](http://www.saeiss.org). The completed nomination form should be sent **as hard copy only (soft copies are not accepted)** to R.R.SANKARASUBRAMANIAN, Election and Returning Officer, SAEINDIA Southern Section, Module 29-30, Block I, SIDCO Electronic Complex,, Thiru-Vi-Ka Industrial Estate, Guindy, Chennai, Tamil Nadu 600032 so as to **reach by 5 pm on or before 7<sup>th</sup> September 2018 through post or courier or by person.**

Ms. Bharathi of SAEISS office will assist me from now on till the results are announced and as such she is authorized to collect the nomination forms on my behalf.

I solicit the cooperation of all the Members for the smooth conduct of the Election as per the schedule.

With best wishes

Yours sincerely,

**R.R.SANKARASUBRAMANIAN**

Election and Returning officer – SAEINDIA Southern Section  
28.08.2018

Attachments: a. Nomination Forms for all categories b. IMPORTANT POINTS A VOTER SHOULD KNOW ON ELECTION OF SAEISS c. List of eligible Champions