

BRIHANMUMBAI CUSTOM BROKERS ASSOCIATION

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BCBA/ELE/CIR/875/2024

5th September, 2024

All Members of the Association

Sub : Election circular for the Office Bearers & Members of the Managing Committee for the term 2024-2026.

1. No elections will be held for the post of the President as per Clause 13 a (i) of the Articles of the Association.
2. The Election for the Office of the Senior Vice President, three posts of Vice Presidents, Honorary Secretary, Honorary Treasurer and the Twelve Members of the Managing Committee for the term 2024-2026 will be held as per schedule given here below.
3. The Elections will be held for the following posts:

Post	No. of Seats
Senior Vice –President	One
Vice President/s	Three
Hon. Secretary	One
Hon. Treasurer	One
Members of the Managing Committee	Twelve

4. Only those ordinary members who are not in arrears of their subscription and other dues of the Association till the financial year end 2023-2024 shall be entitled to contest for election to any one of the post detailed in Point 3 above, subject to the eligibility criteria detailed below and defined in article 14,15,17 & 45 of the Association.
5. A member shall be entitled to contest for election for the office of either the Senior Vice President or the Vice Presidents or the Hon. Secretary or the Hon. Treasurer or as a member of the Managing Committee. No member shall be permitted to contest election for more than one post.
6. Any authorised representative of the ordinary member desiring to contest the election should give his consent in writing and should be duly proposed by a member (other than the member himself) and should be seconded by another member of the Association in the enclosed format specified in Annexure – I.
7. The original nomination form in the format specified in Annexure – I duly completed in all aspects should be forwarded to the Hon. Secretary of the Association before the last date of filling the nominations as detailed in the election programme. Any nomination form not in conformity with the election circular will not be accepted by the Panel of Returning Officers for elections.
8. Every ordinary member shall be entitled to cast one vote each for the Senior Vice-President, the three Vice Presidents, the Hon. Secretary, the Hon. Treasurer and the twelve posts of the members of the Managing Committee but he/she shall not be entitled to cast more than one vote for any one candidate for any of the aforesaid posts.

9. Only those Ordinary members who are not in arrears of their subscription and other dues of the Association till the financial year end 2023 – 2024 shall be entitled to cast their vote at the election and propose and second a candidate for the election.
10. Any authorised representative of the ordinary member desirous to depute another person to cast their vote as per Article 43(ii) would intimate the secretariat in writing in the format specified in Annexure II in duplicate, 48 hours before the commencement of the election i.e. on or before 10.30 a.m. on 22nd September, 2024.
11. Members are requested to note that as per the EGM held on 21st August, 2014 , if a member desires to appoint any other person other than the Authorised Representative to cast a vote at elections then that person has to be a Proprietor Partner or Director of that member only.
12. A person deputed to vote under Article 43 (ii) shall be permitted to cast vote on behalf of only one ordinary member. However this condition shall not apply to a person who is a Director / Partner / Proprietor of more than one ordinary member and is voting for the member where he/she is a Director /Partner/Proprietor.
13. Voting shall be through e-voting (online)
14. Any withdrawal or change of the intimation letter shall be entertained only if a written request is made by the Authorised Representative to the Hon. Secretary in the printed letter head of the respective ordinary member 48 hours before the commencement of the election i.e. on or before 10.30 a.m. on 22nd September, 2024 alongwith copy of any one Photo Identity Card issued by :-

- (a) Customs Department
- (b) Mumbai Port Trust
- (c) Jawaharlal Nehru Port Trust
- (d) Mumbai International Airport Limited
- (e) BCBA CFS Entry Smart Card

The last intimation letter, if found in order in all aspects, will supersede all earlier intimation letters given to the Association.

15. Once an Authorised Representative name is given on 22nd September, 2024 before 10.30 a.m. as prescribed in para no. 14 of the election notice, no change in the Authorised Representative shall be accepted after that date.
16. The result of the election shall be declared at the Annual General Body Meeting.
17. The Programme of Election is as detailed below :
 - a. Last date for filing of Nominations Thursday, 12th September, 2024
Upto 12 noon
 - b. Scrutiny of Nominations by Managing Committee Thursday, 12th September, 2024
at 2.30 p.m.
 - c. Last date for Withdrawal of Nominations Monday, 16th September, 2024
at 2.30 p.m.
 - d. Elections Online Tuesday 24th September, 2024-
From 11.00 a.m. to 5.00 p.m.

e. Declaration of online voting results

Tuesday 24th September, 2024
at 6.00 p.m.

f. Announcement of the
Election result at the
Annual General Meeting

Wednesday 25th September, 2024
at 4.30 p.m. at Hotel ITC Grand,
Parel.

18. Schedule of Elections:-

(A) Tuesday 24th September 2024 from 11.00 a.m. to 5.00 p.m. through e-voting
– (online).

19. Members list of the Association will be provided by the Association on written
request.

20. All Members are requested to participate at the above Elections and cooperate
by complying with the above instructions to make it a success.



(NIRAV THAKKER)
HON. SECRETARY

NOMINATION FORM**FOR ELECTION OF OFFICE BEARERS & MEMBERS OF
THE MANAGING COMMITTEE FOR THE TERM 2024-2026**

The Hon. Secretary
Brihanmumbai Custom Brokers Association
Mumbai.

I hereby file my nomination for the election of Office Bearers and members of the Managing Committee for the term 2024 - 2026 to be held on 24th September, 2024.

- a. Name of the Candidate _____
- b. Name of the Ordinary Member (Company) _____
- c. Nomination for the post of:
- | | | | |
|----------------------------------|--------------------------|----------------|--------------------------|
| Senior Vice President | <input type="checkbox"/> | Vice President | <input type="checkbox"/> |
| Hon. Secretary | <input type="checkbox"/> | Hon. Treasurer | <input type="checkbox"/> |
| Member of the Managing Committee | <input type="checkbox"/> | | |

(Tick whichever is applicable)

1. Proposed by:

Name of Authorised Representative

CB No.: 11/.....

Name of Ordinary Member (Company)
with Rubber Stamp

.....
(Signature of Authorised Representative)

2. Seconded by:

Name of Authorised Representative:

CB No.: 11/.....

Name of Ordinary Member (Company)
with Rubber Stamp

.....
(Signature of Authorised Representative)

.....
(Signature of the Candidate)
(with rubber stamp of company)

Mumbai, dated this _____ day of _____ 2024

Note: Nomination form, duly completed in all respect must reach the Association's Office on or before 12 noon on 12th September, 2024. Nominations received after the time and date mentioned herein will be rejected.

(THIS DRAFT INTIMATION TO BE ISSUED ON THE PRINTED LETTER HEAD OF THE RESPECTIVE ORDINARY MEMBER IN DUPLICATE)

The Hon. Secretary
Brihanmumbai Custom Brokers Association
Mumbai.

Sub : Intimation for deputing a person to cast vote on behalf of the Authorised representative as per Article 43 (ii) of the Articles of Association.

Dear Sir,

I (Name of Authorised Representative) of M/s. (Name of Member) hereby depute Mr/Ms....., proprietor/partner/director, whose details are attested here below to cast vote on my behalf at the Election of Office Bearers and Members of the Managing Committee for the term 2024-2026 on 24th September, 2024. The person deputed shall cast vote only on my behalf.

DETAILS OF THE PERSON DEPUTED TO CAST VOTE

- 1) Name of Person (proprietor/partner/director)
- 2) Signature of deputed person
- 3) Name of the Authorised Representative
- 4) CB No. of the Member 11/
- 5) Signature of Authorised Representative with rubber stamp.
- 6) Signed, this Day of 2024.

Note: This Intimation must be signed by the Authorised Representative of an Ordinary member and must be registered with the Association's Secretariat in duplicate at least 48 hours prior to the commencement of the elections i.e. on or before 10.30 a.m. on 22nd September, 2024. The Intimation signed by any one, other than Authorised Representative of an Ordinary member is invalid. The signature shall be verified with the records of the Association. Proof of identity of partners/directors/proprietors will be required for scrutiny by election officers.

Note : Members should take specific note of Clause 14 of the Election Circular dated 5th September, 2024.