

**APPAREL EXPORT PROMOTION COUNCIL  
ELECTION RULES - For Election of  
Executive Committee Members**



## **APPAREL EXPORT PROMOTION COUNCIL**

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## **APPAREL EXPORT PROMOTION COUNCIL**

### **RULES FOR ELECTION OF MEMBERS TO THE EXECUTIVE COMMITTEE OF APPAREL EXPORT PROMOTION COUNCIL.**

Election Rules for election of Executive Committee Members of Apparel Export Promotion Council framed as per provision of the Articles of Association and approved in the 236<sup>th</sup> Executive Committee meeting of the council held on 06.11.2015 at Hotel The Oberoi, Gurgaon

1. Name: These rules shall be called "Election Rules for election of Executive Committee Members" of the Apparel Export Promotion Council" hereinafter called "Election Rules" framed as per Article 2 (c) and Article 48 of the Articles of Association of the Council.

2. In the interpretation of these election rules, the following words and expressions shall have the following meaning, unless repugnant, to the subject or context.

**"The Act"** means the Companies Act, 2013 or any statutory modification or re-enactment thereof for the time being in force and the term shall be deemed to refer to the applicable section thereof which is relatable to the relevant Article in which the said term appears in these Articles and Companies Act, 1956, so far as may be applicable.

**"AEPC"** means Apparel Export Promotion Council hereinafter referred to as "Council" having its registered office at A-223, Okhla Industrial Area, Phase-I, New Delhi-110020, Telefax No. 011-40501798, Website [www.aepcindia.com](http://www.aepcindia.com), e-mail [aepcokhla@aepcindia.com](mailto:aepcokhla@aepcindia.com), or as may be notified time to time.

**"Member"** means member of the Council for the time being, whose name is in the register of members of the council.

**“Chairman”** means the Chairman of the Council for the time being.

**“Vice-Chairmen”** means Three Vice-Chairmen of the Council for the time being.

**“Vice-Chairman”** means any one of the Vice-Chairmen of the Council for the time being.

**“Committee”** means the Executive Committee of the Council for the time being constituted as per the Articles of Association of the Council.

**“Committee Member”** mean the Members of the Executive Committee of the Council.

**“Agency”** means entity approved by Ministry of Corporate Affairs subject to the condition that entity has obtained certificate from Standardization Testing and Quality Certification from Directorate, Department of Information Technology, Government of India including with regard to compliance with parameters of “secured system” and secured system means computer hardware, software, and procedure that –

- (a) Are reasonably secure from unauthorized access and misuse;
- (b) Provide a reasonable level of reliability of and correct operation;
- (c) Are reasonably suited to performing the intended functions; and
- (d) Adhere to generally accepted security procedures;

**“cut-off Date”** means a date not earlier than seven days before the date of General Meeting for determining the eligibility to vote by remote electronic means or in the General Meeting.

**“Cyber Security”** means protecting information, equipment, device, computer, computer resources, communication device and information stored therein from unauthorized access, use disclosures, disruption, modification or destruction.

**“Electronic Voting System”** means a secured system based process of display of electronic ballots, recording of votes of members and the number of votes Polled in favor or against, in such a manner that the entire voting exercised by way of electronic means gets registered and counted in an electronic registry in a centralised server with adequate cyber security.

**“Remote E-Voting”** means the facility of casting votes by a member using an electronic voting system from a place other than venue of a general meeting.

**“Voting by electronic means”** includes “remote e voting” and voting at the general meeting through an electronic voting system which may be the same as used for remote e voting.

**“Annual General Meeting”** means an annual general meeting of the members of the Council duly held in accordance with the Articles of Association of the Council or adjourned meeting thereof.

**“Extraordinary General Meeting”** means an extraordinary general meeting of the members of the Council duly held in accordance with the Articles of Association of the Council or adjourned meeting thereof.

**“Articles of Association”** means the existing Articles of Association of the Apparel Export Promotion Council herein referred to as “Articles”.

**“Month”** means a calendar month.

**“Office”** means the Registered Office for the time being of the Council.

**“Secretary”** means the Secretary of the Council for the time being and includes any person acting as such appointed to perform the duties of the Secretary temporarily.

**“Government”** means the Central or State Government as the case may be.

**“Term”** means Annual General Meeting to Annual General Meeting, as per provisions of Companies Act & Provisions of Articles of Association of the Council.

**“Election”** means election of members of the Executive Committee as per the provisions of Articles of Association of the Council, Companies Act, 2013 and Clause 2.91 & 2.92 of the Handbook of Procedures of FTP 2015-2020.

**“Voter”** means such organization(s) whose name is entered in the Register of Members as on the cut-off date. Such voter shall be registered as member with the Council on or before cut-off date of that year and there are no arrears in payment of its Membership Renewal charges within the time as prescribed.

**“Returning Officer”** means the Secretary or in absence any other person performing the function of the secretary shall act as the Returning Officer and shall be in charge of all arrangements connected with such elections under these rules.

**“Scrutinizer”** means a person of repute who in the opinion of the Board can scrutinize the voting and remote e-voting process in a fair and transparent manner.

**“Authorized Person”** means a person duly authorized by a member as per procedure laid under these rules to vote in the Election of the Committee.

**“Region”** mean the Regions as prescribed in Articles 45 of Articles of Association of Council.

3. (a) **Applicability:** These rules shall apply to the election of the members of Executive Committee of the Council.

(b) **Voter List:** AEPC shall prepare Voter List of the members of AEPC, as per the record available with Council on date sending of Notice of General Meeting. However Council will send communication to all Members, at least 30 days before the General Meeting, to update their E-Mail ID.

4. (a) **Categories and Eligibility:**

The Number of Members of Executive Committee shall not be more than 32 (Including the Chairman & Vice-Chairmen but excluding Government Nominees) elected by the member of the Council or nominated by the Executive Committee as per the Article 45.

There will be election for 28 (Twenty Eight) members (or as per available vacancies) (excluding three Government Nominees & Four Co-opted Members) of the Executive Committee and the members of the Committee are to be elected by all members of the Council, subject to a maximum Number of Executive Committee members as provided in article 45 as detailed below:-

Nine Members from Western Region that is from Maharashtra, Gujarat, Madhya Pradesh, Chhattisgarh, Goa, Daman & Diu and Dadra & Nagar Haveli.

Nine Members from the Northern Region that is from Delhi, Rajasthan, Haryana, Punjab, Uttar Pradesh, Uttaranchal, Himachal Pradesh, Jammu & Kashmir and Chandigarh.

Nine Members from Southern Region that is from Tamil Nadu, Karnataka, Kerala, Telangana, Andhra Pradesh and Pondichery.

One Member from Eastern Region that is from West Bengal, Andaman and Nicobar Island, Arunachal Pradesh, Assam, Bihar, Jharkhand, Manipur, Meghalaya, Mizoram, Nagaland, Orissa, Tripura and Sikkim.

At the conclusion of every succeeding Annual General Meeting, one third of the members of the Executive Committee other than those of the Government Nominee shall retire from the office and will be succeeded by the new Members elected to the council, in accordance with the Articles, subject to the provisions of the Companies Act, 2013. The Member of the Executive Committee shall remain in office till the new committee is elected.

In the event of a Casual Vacancy arising by way of resignation, demise, removal etc. of a member of the Committee which was not due to retirement, the same shall be filled as per provisions of Companies Act and Articles of Association of the Council.

4. (b)(i) Authorized Person of a Member of Council shall be entitled to cast vote on behalf of such Member as per procedure laid down in these Rules.

(ii) Authorized Person of the Member of Council shall be, either Proprietor or Director of One person Company (OPC) or one of the partners of the Partnership Firm or Karta of HUF as the case may be.

However, in case of Joint Stock Company, Limited Liability Partnership (LLP), Corporation or a Cooperative Society, the Authorized person shall be duly authorized by Board of Directors or Managing Committee through resolution of the said Company, Corporation or Society shall competent to represent as Authorized Person as the case may be.

(iii) For the purpose of remote-e-voting, the Authorized Person shall cast its vote in accordance with the provisions of Section 108 of the Act read with Rule 20 of the Companies (Management and Administration) Rules, 2015, as amended from time to time.

4.(c)(i) An Individual shall not be eligible to contest the election for the Membership of the Executive Committee unless he/ she is contesting for election in his/ her individual capacity as member (i.e like sole Proprietorship firm).

Further, the Proprietor/ Director of One person Company (OPC)/Karta or one of its Partners of Partnership Firm as its Authorized Person of the member of council, firm shall be eligible to contest in the Election.

However, in case of Joint Stock Company, Limited Liability Partnership (LLP), Corporation, Cooperative Society, which is member shall be eligible to contest in the Election through its Authorized person who shall be, so Authorized Person of such Company or Undertaking or Corporation or Cooperative Society as the case may be, provided their nominations for contesting shall be supported with the resolution of the Board of Directors/Governing Body of the Joint Stock Company, Limited Liability Partnership (LLP), Corporation, Cooperative Society.

4. (c)(ii) The person contesting election should have a Director Identification Number and to provide the information as required U/s 164 (2) of the Act.

Further, Declaration under section 152(4) of the Act-2013 should also be given by said candidate contesting election to the Executive Committee declaring that he is not disqualified to become director of Executive Committee of the Council under the Act.

4. (d)(i) A member from whom any amount of annual subscription is due to the Council, shall be liable to make the payment before the last date of removal of discrepancies, as decided by the Executive Committee.

However, in case of membership fees, the member is liable to make such payment by the 31st May of that year unless the period is extended by Executive Committee, as per Article 9 of Articles of Association. The member from whom any amount of membership fee is due shall not be eligible to neither cast vote or contest election nor propose the candidature of any other member for election of the Council. The contestant shall also

make a declaration in writing to this effect that there are no dues of membership fees pending against him. In the event of any wrong declaration, the nomination/election of the candidate will be treated as null and void.

4. (e) A member can contest for only one vacancy of the member of Committee.

**“Explanation** -Any individual person representing one or more member of Council shall be entitled to contest election for only one vacancy of Executive Committee Member”.

5. Unless disqualified by any of the provision of these articles or the Act, all members shall be entitled to vote at every general meeting, however Member(s) who has not cast their vote through remote e-voting may attend the meeting in person or through proxy and shall be able to exercise their right at general meeting.

6. (a) The nomination for contesting election to the Executive Committee of the Council shall be filled in Form ‘I’.

7. (a) 1/3rd of the elected members shall retire by rotation from the Office in accordance with relevant provisions of the Act and Articles of Association of Council. The retiring members of the Committee are eligible for re-election. There shall be three Government Nominees in the Executive Committee and shall be non-retiring members. The Government may change their nominees from time to time.

(b) The vacancy/vacancies shall be filled at the following Annual General Meeting failing which the meeting shall stand adjourned to the same day in the next week at the same time and place or such other day and time as the Executive Committee may decide, which is not a national holiday.

(c) A member of the Committee, retiring by rotation, shall be eligible for re-election.

(d) The members of the Committee shall remain in office till the new committee is elected.

8. The place, date and time of the General Meeting shall be fixed by Executive Committee.

9. After the date, time and place of General Meeting has been fixed by the Executive Committee, the Secretary shall issue a notice, as per provisions of Companies Act 2013 and Articles of Association of the Council to the members through email or under Registered/Speed Post or through any other means as may be prescribed and allowed under the Act or the Articles of Association of the Council.

At any stage, if it is found that the postal address/ email ID indicated in the Council’s record is incorrect, it will not invalidate any of the proceedings of the meeting.

However, the member whose emails have not been provided in voter list will be served only through Registered/Speed Post.

As soon as the date of election is decided by the Executive Committee, the Secretary shall issue Notice and continue to perform and discharge the duties as per these Rules.

In case of change of date or place of AGM, the schedule of voting in person for date and place shall also be changed. Accordingly, the counting of votes shall also be on date and place of AGM. All other activities shall remain unchanged.

10. (1) The notice of the general meeting shall clearly provide and indicate-
- a. That the company is providing facility for voting by electronic means for election of Executive Committee members, which may be transacted through such voting.
  - b. that the facility for electronic voting system shall also be made available at the meeting and members attending the meeting who have not already cast their vote by remote e-voting shall be able to exercise their right at meeting.
  - c. that the members who have cast their vote by remote e-voting prior to the meeting may also attend the meeting but shall not be entitled to cast their vote again.
  - d. The notice shall
    - i) Indicate the process and manner for voting by electronic means
    - ii) Indicate the time schedule including the time period during which the votes may be cast by remote e-voting.
    - iii) Indicate the details about the login ID
    - iv) Specify the process and manner for generating or receiving the password and for casting of vote in a secure manner

10.(2) The Council shall cause a public notice by way of an advertisement to be published, immediately on completion of dispatch of notices for meeting but at least twenty-one days before the date of general meeting, at least once in a vernacular newspaper in the principal vernacular language of the district in which the registered office of the Council is situated, and having wide circulation in that district and at least once in English language in an English newspaper having country-wide circulation, and specifying in the said advertisement, inter alia, the following matters namely:-

- a) Statement that the business of election of Executive Committee members will be transacted through voting by electronic means
- b) The date and time of commencement of remote e-voting
- c) The date and time end of remote e-voting
- d) Cut-off Date
- e) The manner in which persons has become member of the council, after the dispatch of notice, may obtain the login ID and password.
- f) The statement that:-
  - (i) Remote e-voting shall not be allowed beyond the said date and time
  - (ii) The manner in which the council shall provide for voting by members present at the meeting and:

(iii) A member may participate in the general meeting even after exercising his right to vote through remote e-voting but shall not be allowed to vote again in the meeting : and

(iv) Person whose name is recorded in the register of members as on the cut-off date only shall be entitled to avail the facility of remote e-voting as well as voting in the general meeting;

(v) Website address of the council and of the agency where notice of the meeting is displayed; and

(vi) Name, designation, address, email id and phone number of the person responsible to address the grievances connected with facility for voting by electronic means:

10. (3) The notice shall be placed on the website of the Council and of the agency.

11. (a) Nomination papers, on the prescribed form, of the candidature for which election are intended to be contested, duly complete in all respect should reach the Secretary, AEPC as per provision of the Act.

(b) A member interested to contest for the post of member of Executive Committee shall deposit an amount of Rs. 1,00,000/- (Rupees One Lac Only) (or such other amount as may be prescribed under the Act) in the name of Apparel Export Promotion Council in form of a Bank Draft/cheque/Bank Transfer. This amount shall be refunded in full to the candidate who is elected or attains more than 25% of the votes polled.

The winning candidates irrespective of percentage of votes polled and candidates withdrawing from contest, as per rules, will also be entitled for full refund to the deposit. The deposit of others will be forfeited. The nomination papers rejected during scrutiny will be also be refunded their deposit.

Clarification: It is hereby clarified that the person offering himself as a candidate should be an authorized person as described under Rule 4(b), 4(c) and eligible under Rule 4(d).

12. Nomination papers not complete in all respects & without deposit as detailed in clause 11 above and not duly proposed shall be rejected. Nomination received after the prescribed date & time shall also stand rejected.

The proposer should be a member of the Council and the person so proposing should be authorized person as defined in para 4 (b), (c) and eligible under Rule 4 (d) and qualify as a "Voter" for the election.

**Explanation:** The nomination papers if found wrong at any point of time, the election of the member, even if elected be also treated as null and void and such member shall vacate the office with immediate effect.

13. All nominations received within prescribed date and time shall be entered into a register maintained for the purpose in the Office of the Council.

14. A candidate can withdraw his/her name within 2 (Two) days from the last date of receipt of nomination in Form-II either in person/speed post/ Registered Post/Courier with the same signature made on nomination Form. Such withdrawal should reach registered office of AEPC within two days from the last date of receipt of nomination. He /She will also be refunded their deposit.

15. All nomination papers received shall be scrutinized and lists of valid nominations shall be prepared and notified on the Council's website. The advertisement indicating the names of candidates along with their candidature for election to the Executive Committee members shall be published in the newspaper as per the provision of Companies Act.

16. If the number of valid nominations received/members retiring by rotation and eligible for re election for a vacancy are equal to number of available seats, the candidates so nominated shall stand elected, but the results shall be declared by the Chairman on the date fixed for announcement of result.

17. (a) The Secretary (or any other person authorised by him) of the Council shall coordinate all activities as per direction of Chairman.

(b) In these Rules, wherever any function is assigned to the Secretary, he may delegate the same or any of them to any other officer(s) of the Council.

(c) For Ballot through electronic means, the Electronic Agency shall be Authorized to issue the Ballot Papers for election of Executive Committee members on the registered E-mail ID of concerned members, along with Login-ID & Password.

18. Member can appoint a person as a proxy, who shall also be a member of the Council according to section 105 of the Act read with Rule 19(1) the Companies (Management and Administration) Rules 2014.

Further, a Proxy cannot act on behalf of members exceeding 50, as per section 105 (1) of the Companies Act 2013, read with Rule 19(2) the Companies (Management and Administration) Rules 2014.

19. The voting in person or through proxy shall be through Electronic Means.

20. Each member of the Council shall have right to cast votes as per available vacancies in the Committee at the time of election as per Article 41 of the Articles of Association of the Council for election to the members of Executive Committee.

21. The voting shall be by electronic means. However, the member shall also be entitled to vote in person or through Proxy by Electronic Means at the Annual General Meeting.

The member shall be entailed to appoint another person (only member of the council) as his Proxy to attend and vote instead of himself but Proxy so appointed shall not have right to speak at meeting.

## **22. Voting by Electronic means**

22.1 The voter while casting vote electronically is deemed to have read the declaration, terms and conditions available on the system and thereafter shall become eligible to cast vote and consequent upon confirmation of the declaration, terms and conditions, the electronic process will further be operative.

A member may also be asked to provide his/ her Membership number or any such additional details which bona-fide, his / her right of exercising the vote.

22.2 The entire process of instructions will also be made available on the AEPC website under the Column "ELECTION PROCESS". The member may first look into the instructions and thereafter may cast their vote through relevant Electronic means as per procedure.

A member shall be responsible for security/safety as provided in the instructions, to ensure that voting is done through electronics means only by authorized person and shall not hold the Council or agency involved in the voting by electronic means responsible for any misuse thereof.

The facility for remote e-voting shall remain open for not less than three days and shall close at 5: 00 p.m on the date preceding the date of the general meeting. A member can cast his vote by electronic means accordingly and immediate thereafter the process to cast vote through electronic means be closed.

In case a member is unable to access to this process, he / she can exercise his / her right to vote through voting in person as per procedure at the General Meeting.

For the purpose of ensuring that members who have cast their votes through remote e-voting do not vote again at the general meeting, the scrutinizers shall have access, after the closure of period for remote e-voting and before the start of general meeting, to details relating to members, such as their names, membership no and such other information that the scrutinizers may require, who have cast votes through remote e voting but not the manner in which they have cast their votes.

22.3 On completion of the process of voting by Electronic means, the Electronic Processing Agency shall hold the data captured in the system without declaration to the members. Such data will be finalized and handed over to Scrutinizer for announcement of result by Chairman, AEPC along with counting of votes.

Further, the Electronic Processing Agency will provide to the scrutinizer, the list of Members who have voted through electronic means (but not the manner in which they

have cast their votes) so that these membership no/ Companies may not be considered/ allowed for voting in person.

22.4 Impersonation or any other offence shall attract the related provision of the enactment of the Cyber Law and other related provisions of Court of India on the subject.

23. The relevant provisions regarding voting by show of hands and relating to demand for poll, would not be relevant and applicable, wherever voting is being provided by electronic means.

**24. Voting at the venue of the General Meeting:**

At the end of the remote e-voting period, the facility shall forthwith be blocked.

Council shall provide the electronic voting facility during the general meeting and the said facility shall be in operation till all the resolutions (for election of Executive Committee Members) are considered and voted upon and be used for e-voting only by the members attending the meeting in person or through proxy and have not exercised their right to vote through remote e-voting.

The concerned member/proxy holder who has not exercised their right to vote through remote e-voting shall be able to exercise his vote at the venue of the general meeting through electronic means.

The agency will arrange to provide the necessary equipment/system at the venue of Voting, to cast vote through electronic means by members/proxy holders. The Login & Password, earlier provided by the Agency to the concerned member at the registered E Mail ID, to exercise their right to vote through Remote E-Voting will be used by the concerned member/proxy holder, for which AEPC did not have any details. Further, no new Login & Password will be generated / provided by the agency.

**25. COUNTING, TABULATION OF VOTE AND DECLARATION OF RESULT:**

(a) The counting of votes shall start in presence, and under supervision and control of the Chairman.

(b) The counting of electronic votes will be held electronically as per system.

(c) The counting shall be continued till it is completed.

(d) Tabulation of the electronic votes shall be done by the scrutinizer.

(e) In case any objection to the counting of votes, the Chairman shall decide about acceptance/ rejection of the objection.

(f) After the result of all the candidates have been tabulated and checked and signed by the Scrutinizer, he shall handover the result to the Chairman, who will announce the total number of votes polled for each candidate.

(g) In case there is no objection to the counting, the result based on the principle of person getting the largest number of votes shall be declared as elected by the Chairman.

(h) If the number of valid nominations received and eligible for election for vacancy are equal to number of available seats, before announcing the result, the results of election of such candidate shall be announced by the Chairman.

(i) If at any stage, during the process of election, the candidature of any contestant is found to be null and void under these Rules, then the next candidate on the principle stated in above shall be declared elected.

(j) In case of any result is withheld for a particular seat, the result will be withheld only for the particular seat. The results of other seats shall be announced, declared and member(s) elected shall be inducted in the Committee.

26. (a) In case of equality of votes, the Chairman of the Meeting shall be entitled to Casting vote in addition to his own votes for which he was entitled as member.

(b) The Chairman shall be the final authority to declare a vote valid or invalid i.e. to accept or reject vote. His decision shall be final and not questionable.

(c) The votes shall be tabulated against the names of each candidate. The candidate getting highest number of votes shall be declared elected by the Chairman, after getting report from Scrutinizer.

(d) All election records shall be sealed immediately after the results have been announced and signed by the Scrutinizer and Chairman.

(e) The results declared along with the report of the scrutinizer shall be placed on the website of the company and on the website of the agency immediately after the result is declared by the Chairman

(f) Subject to receipt of requisite number of votes, the resolution shall be deemed to be passed on the date of the relevant general meeting.

Explanation.-For the purposes of this clause, the requisite number of votes shall be the votes required to pass the resolution as the 'ordinary resolution' or the 'special resolution', as the case may be, under section 114 of the Act.

27. **GENERAL:**

(a) During the period when facility for remote e-voting is provided, the members of the council, as on the cut-off date, may opt for remote e-voting.

Provided that once the vote on a resolution is cast by the member, he shall not be allowed to change it subsequently or cast his vote again.

Provided further that a member may participate in the general meeting even after exercising his right to vote through remote e-voting but shall not be allowed to vote again.

(b) At the end of the remote e-voting period, the facility shall forthwith be blocked.

Provided that Council shall provide the electronic voting facility during the general meeting and the said facility shall be in operation till all the resolutions (for election of Executive Committee Members) are considered and voted upon and be used for e-voting only by the members attending the meeting in person or through proxy and have not exercised their right to vote through remote e-voting

(c) The register and all other papers relating to voting by Electronic means shall remain in the safe custody of the scrutinizers until the Chairman considers, approves and signs the minutes and thereafter, the scrutinizers shall hand over the register and other related papers to the council.

(d) The Executive Committee shall appoint one or more scrutinizers, who may be Chartered Accountant in practice, Cost Accountant in practice, or Company Secretary in practice or an Advocate, or any other person who is not in employment of the Council and is a person of repute who, in the opinion of the Executive Committee can scrutinize the voting and remote e-voting process in a fair and transparent manner. The scrutinizers so appointed may take assistance of a person who is not in employment of the company and who is well-versed with the electronic voting system.

(e) Scrutinizer shall, immediately after the conclusion of voting at the general meeting, will first count the votes cast at the meeting & thereafter will unblock the votes cast through remote e-voting in the presence of at least two witnesses, not in the employment of the company and make not later than three days of conclusion of the meeting, a consolidated scrutinizer's report of the total votes cast in favor or against, if any, to the Chairman or a person authorized by him in writing who shall countersign the same.

Provided that the Chairman or a person authorized by him in writing shall declare the result of the voting forthwith.

The manner in which members have cast their votes, that is, affirming or negating the resolution, shall remain secret and not available to the Chairman, Scrutinizer or any other person till the votes are cast in the meeting.

(f) For the purpose of ensuring that members who have cast their votes through remote e-voting, do not vote again at the general meeting, the scrutinizers shall have access, after the closure of period for remote e-voting and before the start of general meeting, to details relating to members, such as their names, membership number and such other information that the scrutinizers may require, who have cast votes through remote e-voting but not the manner in which they have cast their votes.

(g) The scrutinizer shall maintain a register either manually or electronically to record the assent or dissent, received, mentioning the particulars of name, address, membership number of the members.

(h) The dates of all postings on council's website regarding receiving of nomination papers, withdrawal and all notices / papers etc, required to be placed on council's website, shall be taken to be authentic and final as per records of the Office of the Apparel Export Promotion Council and by the address relevant to such paper or documents. In case of any doubt or dispute, the decision of the Chairman, Apparel Export Promotion Council shall be final in this regard.

(i) The register and all other papers relating to voting by Electronic means shall remain in the safe custody of the scrutinizers until the Chairman considers, approves and signs the minutes and thereafter, the scrutinizers shall hand over the register and other related papers to the Council.

(j) The results declared along with the report of the scrutinizer shall be placed on the website of the company, if any, and on the website of the agency immediately after the result is declared by the Chairman.

(k) A resolution proposed to be considered through voting by electronic means shall not be withdrawn.

(l) In case of any dispute about the interpretation of any of Rules of Election, the decision of the Chairman shall be final and binding.

(n) All legal matters shall be subject to jurisdiction of Delhi Courts only.

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FORM - I

**APPAREL EXPORT PROMOTION COUNCIL**  
**CIN: U74899DL1978NPL008877**  
**A-223, Okhla Industrial Area, Phase-1,**  
**New Delhi-110020**  
**Telefax: +91-11-40501798**  
**E-Mail: aepcokhla@aepcindia.com**

Ref.No.

Date:

The secretary,  
Apparel Export Promotion Council  
A-223, Okhla Industrial Area, Phase-1,  
New Delhi-110020

**SUB: NOMINATION FORM FOR ELECTION TO EXECUTIVE COMMITTEE OF THE APPAREL EXPORT PROMOTION COUNCIL**

Dear Sir,

I/We, Mr./Mrs./Ms. \_\_\_\_\_ the Authorised Person of M/s \_\_\_\_\_ registration no.----- from-----region do, hereby propose the name of Mr./Mrs./Ms. \_\_\_\_\_ the Authorised Person of M/s \_\_\_\_\_ registration no.----- who is the Members of the Apparel Export Promotion Council for the Office of Members of the Executive Committee from \_\_\_\_\_ region.

I/We also hereby, solemnly declare that I/ We are the duly Authorised Person of the Members mentioned above from whom no money is due to the Council on membership subscription nor we have been disqualified from the Membership. We further declare that our authorization still subsists.

Signature of Proposer \_\_\_\_\_

1. Full Name of the Member \_\_\_\_\_
2. Name of the Firm M/s. \_\_\_\_\_
3. Membership No. \_\_\_\_\_
4. Membership Subscription has been paid with additional charges, if any, \_\_\_\_\_ (Yes / No )  
for the year -----.

**ACCEPTANCE FORM TO BE FILLED BY THE CONTESTANT CANDIDATE**

I hereby agree to be a candidate for the Office of the Member of Executive Committee of the Council from \_\_\_\_\_region.

I hereby solemnly declare that I am the member/authorised representative of the member below mentioned Company/ Firm/ organization, from whom no money is due to the Council on any account of membership subscription nor has been disqualified from the membership of the Council.

I further declare that my authorization still subsists.

I declare that I have read the Articles of Association of the Council and Election Rules, and they do not disqualify me from contesting this Election.

I am also enclosing a Cheque/Demand Draft No. \_\_\_\_\_ dated\_\_\_\_\_ (or bank transfer details to AEPC) for Rs. One Lakh, payable in favour of Apparel Export Promotion Council as a deposit requirement of Companies Act & Election Rules.

I further declare the following information as required U/s 164 (2) of the Companies Act, 2013:

1. Name & Registration No. and Corporate Identity Number (CIN) of Companies in which you are director.
2. Whether the financial statements or annual returns of all companies, indicated above at Point No. 1, have been filed for any continues period of three financial years.
3. Whether any of Companies at above point no. 1 failed to repay the deposits accepted by it or pay interest thereon or to redeem any debentures on the due date or pay interest due thereon or pay any dividend declared and such failure to pay or redeem continues for one year or more.

I hereby declared under section 152(4) of Companies Act-2013 that I am not disqualified to become director (Executive Committee Member) under Companies Act 2013.

I confirm that I have paid the Annual Membership Subscription for the year ----- to the Council, with additional charges, if any.

Signature of acceptor\_\_\_\_\_

Director Identification Number \_\_\_\_\_

#### PARTICULARS OF THE MEMBER WHO IS BEING PROPOSED

1. Full Name of the Member \_\_\_\_\_
2. DIN NO \_\_\_\_\_
3. Name of the Firm M/s.\_\_\_\_\_

4. Membership No. \_\_\_\_\_

5. Corporate Identity Number (CIN) \_\_\_\_\_

Particulars of Demand Draft/Cheque/Bank transfer:

1. Demand Draft/Cheque No. \_\_\_\_\_  
Bank transfer date & details \_\_\_\_\_

2. Amount (Rs.) \_\_\_\_\_

3. Drawn on \_\_\_\_\_

4. Payable at \_\_\_\_\_

**FORM - II**

**APPAREL EXPORT PROMOTION COUNCIL**  
**CIN: U74899DL1978NPL008877**  
**A-223, Okhla Industrial Area, Phase-1,**  
**New Delhi-110020**  
**Telefax: +91-11-40501798**  
**E-Mail: aepcokhla@aepcindia.com**

Ref.No.

Date:

**SUB: WITHDRAWAL FORM FOR THE CANDIDATURE TO THE POST OF THE MEMBERS OF THE EXECUTIVE COMMITTEE OF APPAREL EXPORT PROMOTION COUNCIL - -----ANNUAL GENERAL MEETING TO BE HELD ON \_\_\_\_\_**

To,

The Secretary,  
Apparel Export Promotion Council  
A-223, Okhla Industrial Area, Phase-1,  
New Delhi-110020

Dear Sir,

With reference to my candidature for the Office of the member of Executive Committee of Apparel Export Promotion Council from \_\_\_\_\_region at \_\_\_\_Annual General Meeting of the Council to be held on \_\_\_\_\_.

I am to say that I hereby withdraw my candidature from the elections to this Office from \_\_\_\_\_ region.

An amount of Rs. One Lakh deposited by me vide Demand Draft/ Cheque No/Bank Transfer. \_\_\_\_\_ dated \_\_\_ in favour of Apparel Export Promotion Council please be refunded to me.

I hereby declare and affirm that my above withdrawal is final and irrevocable and I fully own responsibility for the same, and the same has been made voluntarily, without any coercion or undue pressure.

Signature of acceptor \_\_\_\_\_

Director Identification Number \_\_\_\_\_

Full Name of the Member \_\_\_\_\_

Name of the Firm M/s. \_\_\_\_\_

Membership No. \_\_\_\_\_

Corporate Identity Number (CIN) \_\_\_\_\_

Remarks of the Secretary, Apparel Export Promotion Council

Dated \_\_\_\_\_

Secretary  
Apparel Export Promotion Council