



Indian College of Allergy, Asthma and Applied Immunology, Delhi

Prof. Dr. G. L. Sharma

Returning Officer

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DATE 31.8.2018

To
The Fellows and Members
Indian College of Allergy, Asthma
and Applied Immunology

SUBJECT : Elections for Executive Council of Indian College of Allergy, Asthma and Applied
Immunology for the period from 2019 to 2020.

Dear Fellows/Members,

I very sincerely thank the present Executive Council of Indian College of Allergy, Asthma and Applied Immunology (ICAAI) for showing so much trust and faith in me, and nominating me unanimously as Returning Officer to conduct the elections once more for available posts in Executive Council of the College. Friends, I take this responsibility with pleasure and ensure you all, that I shall discharge my duties most conscientiously. However, your participation and kind cooperation will be extremely important to make the process of election successful.

The schedule of election for various posts of Executive Council of ICAAI for the period from 2019 to 2020 has been finalized. The same is enclosed herewith for your information, and to invite the nominations. You are requested to kindly send the nominations as per schedule and the guidelines provided herewith. The nominations duly completed on the Form attached must reach me latest by 01.10.2018. I look forward for your active participation.

With regards.

Yours sincerely,

Signed
(G.L. Sharma)

Election Schedule for Executive Council of ICAAI

(Years 2019 – 2020)

Posts Available

The election of ICAAI Executive Council will be held for the following posts for a tenure of two years from 2019 to 2020.

President (From Fellows)	:	1 (One)
Vice-President (From Fellows)	:	1 (One)
Joint Secretary (From Fellows)	:	1 (One)
Council Members (From Fellows)	:	4 (Four)
Council Members (From Members)	:	2 (Two)

Time Line

Last date for receipt of nominations	:	01.10.2018
Screening of nominations	:	04.10.2018
Date for withdrawal of nominations	:	18.10.2018
Dispatch of Ballot Papers	:	29.10.2018
Last date for receipt of Ballots (Votes)	:	03.12.2018
Counting of Votes	:	05.12.2018

Guidelines for Filing Nominations

1. A Fellow of the College can propose or second the name of any other Fellow for the respective posts scheduled for election.
2. A Fellow of the College can not propose or second the name of a Member of the College for the posts of "Council Members from Members".
3. Only the Members can propose or second a Member for the post of "Council Member from Members".
4. Fellow or the Member, as the case may be, can propose or second only one candidate for a given post.
5. A Fellow or the Member can not propose or second two or more candidates for the same post.
6. A candidate will be eligible to contest only for one post.
7. The Office Bearers can not contest for re-election immediately following the term of the current tenure.
8. A person who has proposed or seconded the candidature of any other person for a particular office, will not be eligible to contest for the same office.
9. Election, if necessary, will be conducted through secret ballot.
10. The Returning Officer will follow laid down procedures to complete the election process, however, in case of any dispute his decisions will be final.
11. An ADVANCE COPY OF NOMINATION essentially be forwarded to the Returning Officer using Email id "drglsharma@hotmail.com", followed by hard copy of nomination sent by suitable and dependable mode.
12. DO NOT send any intimation or grievance through group SMS, WhatsApp or other such public platform.
13. The candidate MUST provide his/her Email id and working Mobile Number clearly in the space provided in Nomination Form.
14. It will be the RESPONSIBILITY OF CANDIDATE to ensure and check the status of delivery of his/her Nomination to the Returning Officer by TIMELY FOLLOW-UP. Email id "drglsharma@hotmail.com" may be used to forward the enquiries for appropriate resolution.

NOMINATION FORM

Election for Executive Council of ICAAI (2019-2020)

Part-A

I propose the name of Dr. _____ for the post of _____ of Indian College of Allergy, Asthma and Applied Immunology for the years 2019-2020.

Place : _____ Signature of Fellow/ Member
(Proposer) _____

Date : _____ Name _____
Address _____

Membership No. _____

Part-B

I second the above proposal made by Dr. _____ in favour of Dr. _____ for the post of _____ of Indian College of Allergy, Asthma and Applied Immunology for the years 2019-2020.

Place : _____ Signature of Fellow/Member
(Seconder) _____

Date : _____ Name _____
Address _____

Membership No. _____

Part-C

I, Dr. _____ hereby agree to the proposal made by Dr. _____ in my favour and I consent to contest the election for the post of _____ of Indian College of Allergy, Asthma and Applied Immunology for the years 2019-2020.

Place : _____ Signature of Candidate _____

Date : _____ Name _____
Address _____

Membership No. _____

*Email

*Mobile No.

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*NOTE : Email ID and Mobile Number of candidate essentially required.