



WOOL & WOOLLENS EXPORT PROMOTION COUNCIL (MINISTRY OF TEXTILES, GOVT. OF INDIA)

No. 55-AGM/AM.3/C-6/2024/204

11th March, 2024

ALL MEMBERS OF THE COUNCIL

Subject: Notice for the election of the Members of the Committee of Administration of Wool & Woollens Export Promotion Council

Dear Member,

The Department of Commerce, Govt. of India has circulated Model Articles of Association/Bye Laws through letter No. 13/3/2023-E&MDA dated 22.12.2023, advising us to adopt these model Articles of Association/Bye Laws. Consequently, the previously issued instructions to put on hold all the elections have been withdrawn. The Council has been advised to facilitate the adoption of these model Articles of Association/Bye Laws in the EGM/Special Governing Body Meeting before the next AGM. Any EPC finds any difficulty in implementing the specific provisions under these modal articles, considering the unique nature of the Council's functioning, may submit a proposal to the E&MDA Division of Dept. of Commerce for consideration and approval of the Government to modify their Articles of Association/Bye Laws well within the transitional period. In respect the EPCs, where elections were put on hold, the elections may be conducted as per the provisions of the revised guidelines only.

Accordingly, Model Articles of Association/Bye Laws were discussed in 185th meeting of Committee of Administration held on 17th February, 2024 and approved/adopted the same with certain modifications to be taken up with the Government for approval.

The Council has received a letter No. 13/3/2023-E&MDA dated 1st March, 2024 (copy enclosed) whereby Government has made mandatory for FIEO/EPC to adopt these Model/Uniform Articles of Association/Bye Laws and make them operational till 31.05.2024. In case any EPCs/FIEO are already in process of conducting election that are due and have not adopted/partially adopted these Model/Uniform Articles of Association/Bye Laws so far, they may conduct the elections with the extant of AoA/Bye-laws. However, those EPCs/FIEO who have conducted the elections shall continue to function under the revised guidelines.

Since the Model/Uniform Articles of Association/Bye Laws has not been adopted in EGM, the Council is conducting the pending election of members of the Committee of Administration for the year 2023-24 as per exiting Bye Laws.

In compliance with the directives of the Government and as per existing Bye Laws of the Council, the election of members of the Committee of Administration of Wool & Woollens Export Promotion Council will be held on **26th March, 2024 (Tuesday) at 12.30 PM in New Delhi** in the following seats:

Composite Units	2
Combers	1

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Email: info@wwepcindia.com/headoffice@wwepcindia.com / wwepc64@yahoo.com

Website: <http://www.wwepcindia.com>

Regional Offices:

Ludhiana: F-497, Shaheed Bhagat Singh Nagar, Ludhiana-141013 (Punjab) - Tel: +91-161-2560067/68
Email: wwepcindia@yahoo.com / ludhiana@wwepcindia.com

Mumbai: "Churchgate Chambers" 5, New Marine Lines, Mumbai-400020 - Tel: +91-22-22624680 Fax: +91-22-6667825
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Hosiery Manufacturers including Jersey Fabrics mfrs (RCA)	5
Hosiery Manufacturers including Jersey Fabrics mfrs (GCA)	1
Hosiery Manufacturers including Jersey Fabrics mfrs (Southern Knitwears Region)	1
Shoddy Manufacturers	1
Spinner	1
TOTAL	12

1. To elect **two members** to the Committee of Administration from **Composite Units Sector** in which seats are lying vacant.
2. To elect **a member** to the Committee of Administration from **Combers Sector** in which seat is lying vacant.
3. To elect **a member** to the Committee of Administration from **Hosiery Manufacturers including Jersey Fabrics mfrs (Southern Knitwear Region)** in which seat is lying vacant.
4. To elect **five members** to the Committee of Administration from **Hosiery Manufacturer including Jersey Fabrics mfrs (RCA)** Sector in which seats are lying vacant.
5. To elect **a member** to the Committee of Administration from **Hosiery Manufacturer including Jersey Fabrics mfrs (GCA)** Sector in place of Shri Rajneesh Ghai of M/s. Temple Hosiery, (elected to CoA in Sept. 2020) and if eligible can stand for re-election.
6. To elect **a member** to the Committee of Administration from **Shoddy Manufacturers** Sector in place of Shri R. C. Khanna of M/s. Carpex Wool Threads, Amritsar who retire by rotation and if eligible can stand for re-election.
7. To elect **a member** to the Committee of Administration from **Spinner** Sector in place of Shri Vikas Sareen of M/s. Rachna Woollen Mills, Ludhiana who retire by rotation and if eligible can stand for re-election.

Schedule of Election of Committee Members:

1	Date of Issue of Notice of Election	11th March, 2024 (Monday)
2	Date of Issue of Nomination Papers for Election to the Eligible Members / display on website	11th March, 2024 (Monday)
3	Last date of receipt of Nominations papers in WVEPC office in New Delhi	15th March, 2024 (Friday)
4	Last date for submission of Authorization Form for voting by postal/ voting in person (for members who belongs to area where evoting is not possible)	15th March, 2024 (Friday)
5	Last date for Withdrawal of Nomination	18th March, 2024 (Monday)
6	Date, Time and Place of Scrutiny of Nomination papers by the Committee	18th March, 2024 (Monday) at 2:30 PM at Head Office, New Delhi

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Website: <http://www.wvepcindia.com>

Regional Offices:

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Email: wvepcindia@yahoo.com / ludhiana@wvepcindia.com

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7	Date for issuing e-mail for e-voting containing password/postal ballot to the eligible members	20 th March, 2024 (Wednesday)
8	Date and Time of opening of e-voting platform	21 st March, 2024 (Thursday) at 11:00 AM onwards
9	Last date of closing of e-voting platform and receipt of postal ballot	23 rd March, 2024 (Saturday) by 5:00 PM
10	Date & Time for e-voting in Person at Venue in New Delhi	26 th March, 2024 (Tuesday) (10AM to 11AM)
11	Date of Counting of Votes at Venue in New Delhi and Declaration of Results	26 th March, 2024 (Tuesday) at 12:30 AM

The Nomination Form and Withdrawal Form are sent herewith to the eligible members of the respective sectors/category alongwith list of valid members sector-wise who have paid their dues upto 30th June, 2023 as per Bye Laws of the Council. This list is also uploaded on Council's website: www.wwepcindia.com. The voters list is also available for view at Head Office, New Delhi and RO Ludhiana. In case of any change in email address and mobile number, eligible members may update the same in writing by email to the Council at info@wwepcindia.com latest by 15th March, 2024.

Note:-

In pursuant to the decision taken by the Committee of Administration in 178th Meeting held on 07.08.2019, the election of members to the Committee of Administration will be conducted **through e-voting** and postal ballot/e-vote in person at venue for area where e-voting is not possible.

The members contesting the election must submit proof of exports i.e. shipping bill having export turnover of Rs. 1 lakh as specified under para 4 of Bye Laws of the Council of wool and woollen blended products and acrylic knitwears coming under the purview of the Council in any one year of the previous three years at the time of filing of the nomination as per the decision of the Committee of Administration taken in 183rd meeting held on 2nd Sept. 2022.

The Council has engaged CDSL for conducting e-voting. The weblink and password for evoting will be sent to your email ID available with the Council alongwith guidelines by the CDSL as per above election schedule. Members are requested to use electronic platform for e-voting.

An Election Committee of three members consisting Shri Harmeet S. Bhalla, Shri Sandeep Thapar and Shri Rajesh Khanna has also been constituted as per Election Rules to supervise the election.

Members interested in contesting election for the vacant posts as mentioned above pertaining to their category/sector should submit their nomination in the prescribed proforma (enclosed) alongwith self attested copy of proof of exports within the stipulated date indicated in the

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schedule in a **sealed envelope duly superscribed 'NOMINATION FOR THE POST OF MEMBER COA, WWEPC'** through post/courier/in person. The nomination form can also be submitted through email at (headoffice@wwepcindia.com) in PDF format before the stipulated time.

Thanking you,

Yours faithfully,

**SURESH THAKUR
EXECUTIVE DIRECTOR CUM SECRETARY**



Encl:

1. Nomination Form
2. Authorization Form for voting by post/evoting in person at venue (for members who belongs to area where evoting is not possible)
3. Nomination Withdrawal Form
4. List of Eligible Members
5. Memorandum & Articles of Association of the Council
6. Election Rules of the Council

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FORM - II

Ref. No. _____

Date: _____

**NOMINATION FOR ELECTION OF MEMBER OF THE COMMITTEE OF ADMINISTRATION
OF WOOL & WOOLLENS EXPORT PROMOTION COUNCIL**

The Returning Officer,
Wool & Woollens Export Promotion Council,
614, Indra Prakash, 21, Barakhamba Road,
New Delhi-110001.

Sir,

I, Mr./Mrs./Ms. _____ authorized person of
M/s. _____ do hereby propose the name of Mr./Mrs./Ms.
_____ authorised person of M/s. _____ who is member of
Wool & Woollens Export Promotion Council (hereinafter referred to as Council) for the office of
Member of the Committee of Administration of the Council.

I, Mr./Mrs./Ms. _____ also hereby, solemnly declare that I am authorised person of
M/s. _____ from whom no money is due to the Council on any account nor we
have been disqualified from the Membership. I further declare that our authorisation still
subsists.

Thanking you,
Yours faithfully,

Signature of the Proposer:
(Seal of the Co./Firm/Organisation)
Name:
Designation:
Address:

(On the letterhead of Proposer's firm/co)

FORM – II

Ref. No. _____

Date: _____

ACCEPTANCE FORM TO BE FILLED BY THE CONTESTANT CANDIDATE

The Returning Officer,
Wool & Woollens Export Promotion Council,
614, Indra Prakash, 21, Barakhamba Road,
New Delhi-110 001.

Dear Sir,

I, _____, Partner/Proprietor/Director of M/s. _____ hereby agree to be a candidate in the election for the Office of the Member of Committee of Administration of the Council to be held on **26th March, 2024** or at any postponed meeting, if any, to a seat in the category of Composite Unit Sector / Comber / Hosiery Manufacturer including Jersey Fabrics mfrs. (Southern Knitwear Region) / Hosiery Manufacturers including Jersey Fabrics mfrs. (RCA) / Hosiery Manufacturers including Jersey Fabrics mfrs. (GCA) / Spinners, Shoddy Manufacturers.

The Export Performance of Wool and Woollen Products and Acrylic Knitwears of my company/firm in preceding three years is as follows, and duly certified :-

CATEGORY OF MEMBERSHIP		
YEAR (APRIL-MARCH)	SPECIFY PRODUCTS OF EXPORTS	TOTAL FOB VALUE OF EXPORT (INR)
2020-21		
2021-22		
2022-23		

I hereby solemnly declare that I am the member/authorised representative of the member below mentioned Company / Firm / organisation from whom no money is due to the Council on any account nor the below mentioned member 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 its Election Rules, and they do not disqualify me from contesting this Election.

I solemnly state that the information furnished by me is true and correct and if the same is ever found to be incorrect, my nomination / election may be treated as null and void.

Thanking you,
Yours faithfully,

Signature of the Candidate
(Seal of the Co./Firm/Organisation)

Name:

Designation:

Address:

(On the letterhead of Contestant's firm/co)

On the letterhead of Member (Proprietorship/Partnership/Joint Stock Company/Cooperative Societies/HUF)

FORM A
Authorization Form for e-Voting in Person / Through Postal Ballot

To,
The Executive Director Cum Secretary,
Wool & Woollens Export Promotion Council,
(Ministry of Textiles, Govt. of India)
614, Indra Prakash, 21, Barakhamba Road,
New Delhi-110001, (India).
Email: info@wwepecindia.com

Dear Sir,

We hereby authorize *Shri _____ of M/s _____ as the Authorized Person of M/s _____ (name of member) who is a member of W&WEPC, as a person authorized for Vote In Person through electronic mode (evoting) at venue of the meeting or through postal ballot **as electronic voting from my area is not possible**. The signature of *Shri _____ mentioned above are appended and attested below:-

*Signature : _____

Name: _____

Photo Identity Card No. (PAN, AADHAR ETC attach copy) _____

Date: _____

*The above signature is attested.

**Signature _____

Name _____

Designation _____

Company Name & Address _____

Seal of Company _____

RCMC No. _____

Date _____

***Sign (In case of Partnership Firm/HUF/Cooperative Societies/Joint Stock Company to be signed by person other than the person so authorized.)**

(In case of Cooperative Societies/Association of Person/Joint Stock Company, the same shall be accompanied by resolution of the Managing Committee/Board of the Cooperative Societies/Association /Joint Stock Company authorizing such a person to act as a authorized person under the Election Rules).

(TO BE RETURNED TO W&WEPC BY 5:00 PM ON 15TH MARCH, 2024 THROUGH EMAIL/REGISTERED/SPEED POST)

FORM – III

Ref.No. _____

Date: _____

WITHDRAWAL FORM FOR THE CANDIDATURE TO THE POST OF THE MEMBERS OF THE COMMITTEE OF ADMINISTRATION

To,
The Executive Director Cum Secretary,
Wool & Woollens Export Promotion Council,
614, Indra Prakash,
21, Barakhamba Road,
New Delhi-110 001.

Dear Sir,

With reference to my candidature for the Office of the member, Committee of Administration of the Wool & Woollens Export Promotion Council proposed vide letter dated _____, I am to say that I hereby withdraw my candidature from the election to this Office.

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 the Candidate: _____
Name and Address of Co./Firm/ Organisation representing

(SEAL)

Last date for withdrawal of nomination is 15th March, 2024