

5th February, 2018.

Dear Colleagues,

This is to inform you that "Online voting" has been adopted for the Election to the Managing Committee for 2018-19 onwards.

The returning officers appointed by the AGM are Dr. Suhas Kate, Dr. Sujata Rao and Dr. G.B. Kulkarni.

The Online voting process will begin on 17th March, 2018 at 6am and will end on 24th March 2018 at 5pm.

The physical voting will be at the venue, Club Millennium, 1, Dayaneswar Rd, MHADA Colony, Juhu on 25th March, 2018.

Regards,



Dr. Smita Sharma
President-AMC



Dr. Vivek Dwivedi
Hon. Secretary

PS: You have been mailed the minutes of the meeting held on 17th December, 2017 by physical post. The minutes describe all the details of the process. In case you need the minutes please call AMC office on 2684 4639 / 9867450066

Notice for the Election to the Managing Committee 2018-2019

Nominations are invited from the qualified AMC members, for the following Posts for year 2018-19

Prescribed Nomination Form is attached. Eligibility for Candidature is highlighted on the Nomination form.

Office Bearers

President - Elect	1
Vice - Presidents	2
Hon. Secretary	1
Hon. Treasurer	1
Joint Treasurer	1
Joint Secretaries	2

Managing Committee Members

Colaba to Prabhadevi	2
Rest of Mumbai City	2
Kurla/Chembur/Ghatkopar and Mulund	2
Bandra to Andheri	5
Jogeshwari to Dahisar	3
Mira Road to Palghar	1
Thane / Kalyan / Dombivali etc.	3
Navi Mumbai to Raigad	2

Last day for submission of Nominations	Thursday 1st March, 2018 up to 4 pm
Date & Time of Scrutiny	Saturday 3rd March at 4 pm
	All candidates can attend the scrutiny as observers
Last date for withdrawals	Monday 5th March 2018 upto 4pm

Please send the complete nomination form to AMC Office.

Submissions presented personally, through Courier Service or Email (Scanned copy of form) are acceptable. Please ensure that you write NOMINATION FORM FOR ELECTIONS on the sealed envelope

Scrutiny shall be conducted by the authorized members & the decisions of the Scrutinizing Team shall be final & binding on one & all.

CODE OF CONDUCT FOR THE CONTESTENTS FOR ONLINE VOTING

The Code of Conduct becomes effective on 6th March 2018 and will continue till the announcement of the results at the AGM on 25th March 2018.

The candidates and their supporters should adhere to all moral standards during their campaign and show respect and courtesy to one another, conduct themselves with fair play and ethics.

1. No negative campaigning by the candidates is allowed.
2. Campaigning can do done via social media such as SMS, WhatsApp, Email and Facebook
3. **Campaigning cannot be done on the official AMC WhatsApp groups**

There are 52 official AMC groups based on the area. Campaigning cannot be done on these whatsApp groups either by the candidate or their supporters. In case a candidate is found canvassing on these groups their name will be removed temporarily until the declaration of result and will be added back on 26th March 2018. The similar procedure will be followed for a member doing campaigning for a particular candidate in the AMC Whatsapp group. In this interim period should a member temporarily removed wish to send an official message to the other members in the group he can send it via the admin – AMC office.

AMC office will send out one email to all the members before the start of the elections notifying the candidates

4. At no cost should AMC finances be used for campaigning
5. If any complaint is received against any candidate, then the decision regarding the candidature of the candidate is the prerogative of the Returning Officers and will be binding.

eVote[®] - Electronic Voting

eVote[®], is an election system that facilitates voters to record their secure and secret ballot electronically. eVote has a friendly user interface and enables voters to cast their votes in few simple steps. eVote ensures authenticity of the voters and the votes casted by them along with non traceability of the casted vote. eVote's robust architecture has persistently manifested to be one of the most reliable, comprehensible and economical electronic voting solution.

Simple Steps which a member has to follow to cast their vote successfully:

- 1) Member has to login to <https://amc.evoteco.in> with his/her AMC Membership number and mobile number registered with eVote[®]
- 2) Once the details are matched with eVote[®] records, member will receive a VPIN (Voting - PIN) as OTP on his/her registered mobile number within 1 minute.
- 3) The VPIN is valid for 10 minutes or first use, whichever is early. The member has five 5 chances to regenerate VPIN in case required, exceeding which the member has to contact the AMC election office for extending the VPIN generation limit. Once vote is casted no new VPIN can be generated for that member.
- 4) Once a correct VPIN is verified, the Ballot paper gets enabled for casting vote where the member can select the candidate of their choice and vote for them.
- 5) Choose candidates of your choice by clicking on checkbox against the candidate you wish to vote and then click on "Submit your vote".
- 6) By clicking on "Submit your vote" button and confirming, the member will receive a thank you message with timestamp, IP Address and date that "The Ballot is hence exercised"

Telephonic and online support will be available to you throughout the online process

**You may contact the following helpline during the period-
10th March 2018 9am to 24th March 5pm.**

- Support toll free number: 1800-200-0424 (From Monday to Friday 10.00 am to 7.00 pm)
- Support email: support@evoteco.in

Complete support will be available to you on this helpline during the online voting period

**VALID ORIGINAL DOCUMENTS FOR IDENTIFICATION
FOR PHYSICAL VOTING AT AMC ELECTIONS AND ELIGIBILITY FOR VOTING**

1. AMC Identity Card.
2. Voter's Identity Card issued by the Election Commission of India
3. Passport
4. Driving License
5. Photo Credit Card of any Bank
6. PAN Card with Photograph
7. Aadhaar Card
8. Name in the Voter's List of AMC

In AMC elections, only those can vote, who figure in criteria # 8 & present one original criterion # 1 to 7

Programme Schedule for the AGM:

Time	Programme
4.00pm	Registration & Tea/Coffee
4.30 to 6.00pm	AGM
6.00 to 7.30pm	Elections
7.45 to 8.15pm	Installation of the Incoming President Dr. Vipin Checker
	Declaration of Results
	Installation of new Managing Committee Members
8.15 to 9.15pm	D J NITE

Attendance to AGM and Entertainment is free
Dinner and Cocktails Rs. 400 per Member/Spouse/Guest
We request prior registration for Dinner and Cocktails