

**23/08/2022**

**(Hockey Unit of Tamilnadu)**  
**Election of Office Bearers and Members of Executive Board.**

**1. Short Title & Definitions**

- (1) These Bye-laws shall be called the 'Election Bye-laws' and shall govern the conduct of Election of Office Bearers and Members of Executive Board of Hockey Unit of Tamilnadu.
- (2) In these Bye-laws, unless the context otherwise requires, -
- (a) 'category of post' means the post reserved for males or females;
  - (b) 'clause' and 'sub-clause' mean the clause and sub-clause of these Bye-laws;
  - (c) 'executive members' means Member of Executive Board of Hockey Unit of Tamilnadu.
  - (d) 'Form' means the Form appended to these Bye-laws;
  - (e) 'HOCKEY UNIT OF TAMILNADU' means HUTN
  - (f) 'Post' includes the office of President, General secretary , Treasurer, Senior vice President, Vice President, Joint Secretary and Member of Executive Board of Hockey Unit of Tamilnadu.
  - (g) Office Bearer means President, General Secretary and Treasurer.
  - (h) 'Rule' means the rule of Rules and Regulations of Hockey Unit of Tamilnadu

**2. Executive Board:**

(1) As per Rule 4.1.1 of the Rules, the Executive Board of Hockey Unit of Tamil Nadu (hereinafter referred to as 'Hockey Unit of Tamil Nadu'), shall consist of 3 (three) Office Bearers and 14 (fourteen) other Members elected at the Annual Congress Meeting of Hockey Unit of Tamil Nadu; out of these 17 (seventeen) members, at least 30% of the members shall be of either gender, i.e., at least 5 (five) elected members shall be males/females. In case of gender imbalance then the Returning Officer shall ensure that during the election of the five (5) Executive Members the gender balance across the Elected Executive Board and the results for the election of the Executive Members will have to be declared keeping in mind the gender balance of the Executive Board.

(2) The 3 (three) Officer Bearers (and 14 other members) shall be as follows:-

1	President	1 (one)
2	Senior Vice President	1 (one)
3	Vice-Presidents	4 (Four) –One Female
4	General secretary	1 (one)
5	Treasurer	1 (one)
6	Joint Secretaries	4 (four) – One Female
7	Executive Members	5 (five) –

### **3. Manner of Election:**

- (1) Office Bearers and other members of the Executive Board of HOCKEY UNIT OF TAMILNADU shall be elected by secret ballot.
- (2) Election shall be held at the AGM Meeting in accordance with the procedure prescribed hereinafter, from amongst the representatives of the eligible district units.

### **4. Electoral College:**

- (1) Each eligible district unit shall have two votes at the elections of the Office Bearers and Executive Committee Members.
- (2) For the purposes of sub-clause (1), each eligible district unit shall be represented by one male and one female representative duly authorised by the President or General Secretary/Secretary of the district unit; however, in case President/General Secretary / Secretary nominates different person(s), the person(s) authorized by the President shall be deemed to be the duly authorised person(s). Irrespective of the date.
- (3) Each eligible district unit shall intimate the name(s) of their representative(s) mentioned in sub-clause (2), latest by 23 August 2022; and such intimation shall be addressed to the President on their letter head duly signed by President / General Secretary / Authorized signatory of that Hockey Unit of Tamilnadu, so as to reach him on or before the aforesaid date; any change in the name of any authorized representative after 23 August 2022 or any intimation received thereafter shall be permitted only with the approval of the President of HOCKEY UNIT OF TAMILNADU.
- (4) HOCKEY UNIT OF TAMILNADU shall prepare the list of the authorised representatives of the eligible district units in **Form 1**, and circulate a copy of the list so prepared to all eligible district units on **24 August 2022**, by display, on the website of HOCKEY UNIT OF TAMILNADU.
- (5) HOCKEY UNIT OF TAMILNADU shall also furnish a duly authenticated copy of the list mentioned in sub-clause (4) to the Returning Officer as soon as may be after his appointment by the President of HOCKEY UNIT OF TAMILNADU under clause (5) below.

### **5. Returning Officer:**

As soon as may be before/after the issue of the Notice for the Congress, the President of HOCKEY UNIT OF TAMILNADU shall nominate a person as Returning Officer for conduct of Election of Office Bearers and members of Executive Board no later than **20 August 2022**, in accordance with the provisions of these Bye-laws.

### **6. Nomination of Candidates:**

- (1) The nomination of a candidate for election as Office Bearer or others to the Executive Board shall be made in **Form 2**.

(2) The nomination of a candidate for election as Office Bearer or a Member of Executive Board shall be proposed by one of the representatives of the eligible district units whose name is included in the Electoral College list in **Form 1**, and also subscribed by 1 (one) such representative as seconder.

(3) Each candidate shall be entitled to be nominated by not more than 2 (two) nomination papers.

(4) Each Nomination Paper Shall be Delivered Personally to the Returning Officer in Person by the candidate himself/herself from **26 August 2022 to 27 August 2022 between 11.00 A.M to 5.00 P.M at his/her office, located at No11, Swami Sivananda Nagar,Moondrumavadi, K. Pudur, Madurai-7,Tamilnadu.**

(5) No person shall be eligible to nominate more than one candidate for the same post, either as proposer or seconder; and, if he/she so does, his/her signature on the nomination papers delivered second in point of time to the Returning Officer shall be deemed to be inoperative.

(6) No person shall be permitted to withdraw his/her name as proposer/seconder, once the nomination paper subscribed by him/her has been delivered to Returning Officer.

(7) As soon as may be **after 27 August 2022**, the Returning Officer shall prepare a list of all nominations received by him/her post wise, in **Form 3**; and publish the same in a conspicuous place in his/her office, located at **No11, Swami Sivananda Nagar,Moondrumavadi, K. Pudur, Madurai-7,Tamilnadu.** by 5.00 P.M.

## **7. Scrutiny of Nominations:**

(1) **On 28 August 2022, from 11.00 A.M to 1.00 P.M,** The Returning Officer in his/her Office located at **No11, Swami Sivananda Nagar,Moondrumavadi, K. Pudur, Madurai-7,Tamilnadu,** shall scrutinize each nomination paper, one by one, received by him/her, and determine its validity or otherwise.

(2) At the scrutiny of nominations, each candidate or one of his/her authorised representative shall have the right to be present and raise any objection in relation to nomination of a candidate for the post for which he/she has filed his/her nomination.

(3) As soon as may be after the scrutiny of all nomination papers has been completed by him/her, the Returning Officer shall prepare a list of validly nominated candidates in **Form 4**. And the Contesting Candidates can take a copy from the Returning Officer.

## **8. Withdrawal of candidatures:**

(1) Each candidate whose nomination has been found valid on scrutiny shall be entitled to withdraw his/her candidature, **from 29 August 2022 to 30 August 2022 from 11.00 A.M to 1.00 P.M** at the office of the Returning Officer located at **No11, Swami Sivananda Nagar, Moondrumavadi, K.Pudur, Madurai-7, Tamilnadu.**

(2) Notice of withdrawal of candidature shall be submitted in **Form 5**, either by the candidate himself/herself or by a person duly authorised by him/her in writing.

(3) Notice of withdrawal of candidature shall be final and shall not be allowed to be cancelled.

(4) The Returning Officer shall accept the notice of withdrawal if he/she is satisfied as to the genuineness of the notice.

(5) As soon as may be on **31 August 2022**, the Returning Officer shall prepare the final list of contesting candidates in **Form 6**, display a copy of the said list in conspicuous place in his office and on HOCKEY UNIT OF TAMILNADU Website by 5.00 P.M. And also furnish a copy of the same to each of the candidates/their authorised representatives, if they so demand.

(6) The names of the contesting candidates in **Form 6** shall be arranged, for each post, in alphabetical order according to English alphabets.

## **9. Uncontested Returns; and Contested Elections**

(1) Where the number of contesting candidates for any post or category of post, in **Form 6** is equal to the number of posts to be filled, all such contesting candidates shall be deemed to be duly elected unopposed to those posts, and it shall not be necessary to take a poll for election to such post.

(2) Where the number of contesting candidates for any post or category of post, in **Form 6** is more than the number of posts to be filled, a poll shall be taken by secret ballot for those posts remaining unfilled as under Clause 10.

(3) The ballot papers for these posts remaining unfilled shall be in **Form 7 to Form 13** to be made individually for each post.

(4) The names of contesting candidates on the ballot papers shall appear in the same order as in **Form 6**.

## **10. Poll:**

(1) The Poll for the Posts Remaining Unfilled under Clause 9 (2) above shall be taken post-wise, **on 8 September 2022** and shall commence at **During The AGM** being held at **HASH SIX HOTELS, METTUPALAYAM ROAD, SAIBABA COLONY, COIMBATORE-641043**, at the **Agenda Item "Elections"**.

(2) Each contesting candidate can nominate one person, (If he/ she so desires), Only from amongst the Authorised Representatives list of HOCKEY UNIT OF TAMILNADU, to be present at the Poll (Polling station).

(3) At the poll, each authorised representative of the district units, whose name is included in the Electoral College list in **Form 1**, shall be entitled to -

- (i) cast one vote for each of the posts remaining unfilled, where only one such seat is to be filled;
- (ii) cast as many votes as are the no. of seats to be filled for any post, where more than one seat is to be filled.

Explanation: It is hereby clarified that for the purpose of filling four seats of Vice-Presidents, each voter can cast upto four votes, and, like-wise, for four seats of Joint Secretaries, and five seats of Members of Executive Board, he/she can cast four and five votes respectively for the above mentioned four seats of Joint Secretaries and five seats of Members of Executive Board.

(4) In case any voter casts his/her vote for more than one candidate, or for more than two or three candidates, as the case may be, his/her vote for that post shall be invalid.

(5) Each voter shall be required, before he is supplied with a Ballot paper, to give his/her signature on the authenticated copy of the Electoral College list in **Form 1** used by the Returning Officer for taking the poll.

No proxy voting will be permitted and only those individuals included on the Electoral College **Form 1** will be permitted to vote in the Elections and each individual will be required to carry a photo ID card as proof of their identity with any one of the following Aadhar Card or Drivers License or Passport or PAN Card or Voters Card.

(6) The voter shall record his/her vote on the ballot paper in secrecy in a voting compartment specially provided for the purpose at the polling station.

(7) The voter shall record his/her vote on the ballot paper by placing a tick mark (√) against the name of the candidate of his/her choice, and any other mark, like (x) etc. or word, placed on the ballot paper by him/her shall render the ballot paper liable to rejection.

(8) The tick mark (√) to indicate the vote shall be placed by the voter only by means of article specifically provided for the purpose by the Returning Officer, and a ballot paper marked otherwise by means of any pen, ball point pen, etc. by the voter shall render the ballot paper liable to rejection.

(9) The ballot paper marked by a voter shall be deposited by him/her in a ballot box specially prepared and sealed by the Returning Officer and placed at such a conspicuous place in the polling station that it shall be constantly visible to all present in the polling station.

(10) The Returning Officer shall close the poll at the appointed hour; however, all those voters who are present at the polling station at the appointed closing hour shall

be entitled to vote even if the poll proceedings have to be continued for some more time.

(11) After all the voters referred to in sub-clause (9) have voted, the Returning Officer shall close the ballot box and shall not permit thereafter any person to vote.

(12) Polling will be done in below order:

- (1) President - 1
- (2) General Secretary -1
- (3) Treasurer – 1
- (4) Senior Vice President - 1
- (5) Vice-Presidents - 4 (1 female)
- (6) Joint-Secretaries – 4 (1 female)
- (7) Executive Members - 5

### **11. Counting of Votes:**

(1) The Returning Officer shall take up the counting of votes as soon as may be after the polling for any post is complete.

(2) Each contesting candidate can nominate one authorised representative (as clarified in Clause 10 sub Clause (2)) and He / She shall be entitled to be present at the place of counting of votes.

(3) The Returning Officer shall take up the counting of votes, post-wise and category wise, where applicable.

(4) Each ballot paper on which a vote has been recorded in accordance with sub-clauses (3) to (8) of Clause (10) shall be treated as one vote for the candidate for whom it has been validly marked; and if any ballot paper has been marked in violation of any of the aforesaid provisions of sub-clauses (3) to (8) of Clause (10) shall be rejected by the Returning Officer.

(5) The votes validly cast for each of the contesting candidates shall be counted post-wise, and category-wise where applicable, and recorded in the descending order of the votes so cast for each candidate in **Form 14**.

(6) The Returning Officer shall thereafter ascertain the result of counting and the candidates who have secured the maximum no. of votes in the said descending order, post-wise and category wise, where applicable, equal to the no. of seats to be filled for each post or category of posts, where applicable, shall be deemed to have been duly elected to those posts.

### **12. Declaration of Results:**

The names of contesting candidates who shall be deemed to have been elected at the election in accordance with sub-clause (6) of Clause (11) shall be declared as having been duly elected to their respective posts, by the Returning Officer at the Annual General Meeting (AGM) in the **Form 15**.