



**INDIAN ASSOCIATION OF DERMATOLOGISTS, VENEREOLOGISTS AND
LEPROLOGISTS
MAHARASHTRA STATE BRANCH**

ELECTION CIRCULAR 2022

5th September

ELECTION OFFICER

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Dear IADVL MAHARASTRA State Member,

We are happy to inform you that nominations are invited for the election of the IADVL State Executive for the year 2022-23

- 1. Junior Vice President: 1 Post**
- 2. Honorary Secretary: 1 Post**
- 3. Treasurer: 1 Post**
- 4. Joint Secretaries: 2 Posts**

IMPORTANT DATES IN CONNECTION WITH ELECTION AND BIDDING

- Last date for filing nominations: 17-9-22 midnight (11.59 pm)
- Last date for withdrawal of nominations: 19-9-2022
- Announcement of valid candidates: 24-9-2022
- Last date of submissions of objections (if any): 27-9-2022
- Opening of e-voting: 17-10-2022
- Closure of e-voting: 5-11-2022 (5 pm)
- Counting of e-votes: 12-11-2022
- Filing of objections about results, if any, to Election Officer: 16-11-2022 to 19-11-2022
- Declaration of results on e-groups and website: 22-11-2022
- All timelines are till 11:59 pm (Midnight) of the date mentioned and not beyond.

ELECTION IF NO APPLICATIONS: If there is no applicant for a position on 17th September 2022, the announcement will be repeated on 18th September 2022 with 23rd September 22 being the last date for application only for those posts for which there were no applications. The entire process will be under the supervision of the Election Officer.

CODE OF CONDUCT: Individual members cannot use official IADVL State branch like web forums, official WhatsApp groups etc., for canvassing. They should not seek endorsement from Chapters.

- a. Canvassing by any Chapter or by any official group of IADVL Maharashtra members individually or collectively for any candidate shall not be permitted. Official group is a group which is constituted for purpose of IADVL administration, either by secretary/treasurer /SIG/academy /any other committee /taskforce at state level.
- b. The biodata (not exceeding 200 words), photograph and declaration of conflict of interest of all candidates will be sent along with the election materials to all eligible voters. It will also be displayed on the IADVL Maharashtra website. Contestants will be provided a complete list of IADVL Maharashtra e voters.
- c. If anything in the biodata submitted by a contestant is proved to be false, that candidate's election will be declared null and void by the Election Officer. In that event, the candidate who had secured the next highest number of votes will be declared elected. In case there is no applicant for the post, the election will be conducted on the floor of the AGBM of the year.
- d. **Violation of Code of Conduct:** Any candidate violating the code of conduct will be subject to punishment as below:
 - a. The matter will be referred to the Election Officer; this may be done either by the Returning Officer or by a candidate directly.
 - b. The Election Officer will take any of the below actions if the complaint is found to be valid, and after giving adequate opportunity to the candidate to explain:
 - i. issue a private warning letter if it is a first offence or a minor offence (in the opinion of the Election Officer);
 - ii. issue a public warning (announcements in IADVL e-groups and WhatsApp groups for a second offence or a larger offence (in the opinion of the Election Officer)
 - iii. disqualify the candidate for a third offence or a second larger offence (in the opinion of the Election Officer).
- c. **Violation of code of conduct by general members:** If a general member who is not candidate, violates code of conduct, then the election officer can take the following actions against such members depending on the seriousness of the offence. A. Warning privately. B warning publicly. C. Removing his name from all official groups. D. Recommending any of the following actions to be taken by the AGBM: Barring him from casting his vote/holding any position in any committee/Barring him from contesting elections for any period Suspending from membership.
- d. This procedure shall be completed within the stipulated period. The decision of the Election Officer is to be considered final and should not be discussed publicly. The disqualified candidate will have the right to appeal against the decision of the Election Officer to an Arbitration Committee, which shall be constituted by the President as per the provisions of the Constitution. The Arbitration Committee shall give its decision within one week and that decision will be final and binding. The candidate or any member on his behalf cannot raise the issue with the members in any of the IADVL e-groups.

Nominations are invited for following posts of IADVL Maharashtra Executive Committee 2021-2022

5. Applications for particular posts

Life Members of Maharashtra intending to contest should complete nomination process before midnight of 17th September 2022. The completed applications with annexures must be sent to Dr ASEEM SHARMA, Returning Officer and IADVL Maharashtra Honorary Secretary within the abovementioned timeline. A duplicate set has to be sent simultaneously to Dr ASHOK SHAH, the Election Officer so as to reach him by midnight of 17th September 2022. Applications received after the deadline will be rejected.

CONDITIONS OF ELIGIBILITY FOR JUNIOR VICE PRESIDENT

- a) A member who has been elected as Vice-President shall be designated as the Junior Vice-President for the first year and thereafter, as the Senior Vice-President or President Elect for the second year.
- b) To be eligible for the post of Vice President, the member should have worked a full term either as a Treasurer, Secretary, Joint Secretary or a member of the State Council for a period of at least five years on the last date fixed for receipt of the application for the post.
- c) The vice president shall be a member of the association for last 10 years with good standing and with no outstanding indebtedness to the association
- d) Shall be exclusively engaged in the practice, teaching and/or research associated with the speciality
- e) He/She should declare conflict of interest

Secretary:

- a) To be eligible for the post of the Secretary, the member should have worked as a Joint Secretary or a member of the State Council for a period of at least two years on the last date fixed for receipt of the application for the post.
- b) The secretary shall be a member of the association for last 5 years with good standing and with no outstanding indebtedness to the association

- c) Shall be exclusively engaged in the practice, teaching and/or research associated with the speciality
- d) He/She should declare conflict of interest

Treasurer:

- a) To be eligible for the post of Treasurer, the member should have worked as a member of the State Council for a period of at least two years on the last date fixed for receipt of the application for the post.
- b) shall be a member of the association for last 5 years with good standing and with no outstanding indebtedness to the association
- c) Shall be exclusively engaged in the practice, teaching and/or research associated with the speciality
- d) He/She should declare conflict of interest

Joint Secretary: Tenure 2 years

- a) To be eligible for the post of Joint Secretary, the member should have worked as a member of the State Council for a period of at least two years on the last date fixed for receipt of the application for the post.
- b) shall be a member of the association for last 3 years with good standing and with no outstanding indebtedness to the association
- c) Shall be exclusively engaged in the practice, teaching and/or research associated with the speciality
- d) He/She should declare conflict of interest

An existing EC Member will not be eligible to file nominations for any other post - Honorary Secretary, Treasurer or Junior Vice President before the end of their current tenure, and only during the next period elections, after a moratorium of one year.

Disclosures of conflict by candidates:

- a) Each type of conflict- other association/organization, pharma- need to be declared explicitly in a separate form.

II. PROCEDURE FOR ELECTIONS OF OFFICE BEARERS:

1. The Electoral Roll will consist of all direct life members of the Maharashtra State Branch Association who have registered for e-voting and who have no outstanding indebtedness to the Association.
2. They shall be duly proposed and seconded by members in good standing who have no outstanding dues to the Association. The application should bear the candidates' willingness and signature.

WITHDRAWAL OF NOMINATIONS: The last date for withdrawal of nominations will be 19 September 2022. This shall be indicated in the information sent by the Honorary Secretary to the nominated member. Non-receipt of a letter of withdrawal from the candidate by the Honorary Secretary shall be considered as acceptance of the nomination by the member.

III. VALID NOMINATIONS:

1. The Honorary Secretary shall send a list of nominated members to the Election Officer on the day after the receipt of nominations. The Honorary Secretary shall also inform the same to all the valid candidates by that date.
2. In case more than one candidate is found nominated for the post, a secret e-voting process must be undertaken to elect the office bearers concerned.
3. Any candidate who has any objections about any other candidate or about the process of election in any way should intimate the same to the Election Officer by 27-09-2022. No objections either about candidature or election process or any other issue shall be entertained after this date.

IV. E-VOTING:

1. No ballot will be dispatched as IADVL will be having only e-voting.
2. The members shall cast their votes through the designated web portal. The member has to sign up and then log in to their profile in the website. Brief of contestants will be displayed on e-portal before a member finally casts his vote electronically.

V. DECLARATION OF ELECTION RESULTS: The official declaration of the election results will be after 7 days of counting the E- votes by the Election Officer via email same will be available on website as well.

Complaints:

All complaints should be made by email. These need to be sent both to returning officer and election officer. On receipt the Returning officer will acknowledge within 24 hours. A decision will be taken within 72 hours and communicated. If the decision is not possible in that time, then the same will be communicated to the complainant, mentioning more time is needed.

Disrespect towards election officer and returning officer: The election officer can take the following actions against a candidate or member. A. Warning privately. B warning publicly. C. Removing him from all official groups. D. Recommending any of the following actions to be taken by the AGBM: Barring him from casting his vote/holding any position in any committee/ Barring him from contesting elections for any period Suspending from membership.

