POWER ENGINEERS AND EMPLOYEES ASSOCIATION, 2/3/2015 BIRSINGHPUR (M.P.)

CONSTITUTION

CHAPTER 1.

TITLE AND HEAD QUARTER: 1.

The name of the organization shall be Power Engineers and Employees Association (PEEA).

The Headquarter of the Power Engineers and Employees Association shall be Birsinghpur. Corres.Add.- C-29 MPEB COLONY SGTPS, MPPGCL, BIRSINGHPUR DIST.-UMARIA 1.1 (M.P.)-484552.

AIMS AND OBJECTIVES :

To associate all the Engineers and Employees and to maintain the healthy relation between 2.1

To provide a common platform for Engineers and Employees to discuss their various engineering and administrative problems with management of the company / higher 2.2 authorities of the company and to find out the better solution for the engineers & company.

To overcome the problems of member of association. 2.3

To promote beneficial schemes for the member and their families in order to provide financial 2.4 2.5

To avoid the disturbance created in the workplace due to controversy between the employees assistance in case of death or disablements. 2.6 and employer and to find out the fruitful solution.

To monitor the members of association in between the industrial disputes. 2.86

To help the member as per law of association.

To promote the faith, understanding, trust and co-operation amongst engineers and preserve

To hake suitable suggestion to the company /higher authority as and when felt necessary. Ame unity of the organization.

To reske constructive efforts towards achieving targets of development, planning, generation, tem mission, distribution and maintenance of harmonious employer- employees relations.

FFILIATION:

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The Power Engineers and Employees Association may affiliate with similarly motivated institutions for furtherance of its aims and objectives. The Power Engineers and Employees Association shall not affiliate with any political parties.

MEMBERSHIP AND DEFINITION: 4.

(a) Eligibility: - All the engineers and employees of the companies (i.e. MPPGCL, MPPTCL, MPPKVVCL, MPMKVVCL, MPPKVVCL and MPPMCL) engaging in services related to 4.1 power are eligible to become the member of association.

(b) Application for membership in a prescribed form shall be submitted by the applicant to the General Secretary, Name of member shall be entered in the register maintained for the purpose and specific registration No. shall be issued to the members.

(c) Every member while applying for membership shall simultaneously complete all formalities for their registration.

Definition: 4.2

The word engineers means, assistant engineer, executive engineer, junior engineer, Shift Chemist, Accounts officer, Personnel officer, Welfare officer, Medical officer and other equivalents and employees means plant assistant-II, Staff nurse ,Pharmacists, Lab technician, radiographer, ward boy, ward aya shall be eligible to become member.

4.3

- (a) Membership is for a particular year and automatically will be carried over to the next year after submission of yearly subscription fee till the member in service.
- (b) In exceptional cases C.E.C. has power to grant continuity of membership.
- (c) The membership shall continue in case of deputation of any member to other organization.

Power Engineers & Employees Association Birsinghpur (M.P.)

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- (a) On acceptance of resignation from membership giving at least 1 month's notice in writing
- (b) In case the member ceases to be employee of companies due to resignation / termination / retirement / death.

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- (a) One time subscription for membership of Power Engineers and Employees Association shall be Rs.200/-. These members shall remain the member of association for whole of their service life in the companies after giving the annual subscription.
- (b) Annual subscription fee of PEEA should be Rs.300/- and each member of association shall pay this fee annually from the period January to March. After 31st March Rs 25/-P.M. shall be payable extra along with Rs.300/-.
- (c) Life time membership fee for Power Engineers and Employees Association shall be
- It is obligatory on the part of member to clear all dues/directly with the office bearer/ authorized representative of association, failing which the member shall loose all the privileges / benefits of being member of association, If default exceeds six months.
- Under special cases / emergencies C.E.C. may collect the subscription on advance basis and may collect special fee or contribution from the members of the association.
- Association may accept donation from outsiders and specific money receipt shall be issued under the signature of secretary (finance).
 - Association may collect the money from the members in any emergency for the important issues after joint permission of C.E.C.

President Power Engineers & Employees שלים Birsinghpur (M.

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5. All the Rules, Regulations and Constitution of Power Engineers & Employees Association shall be governed by the Central Executive committee (C.E.C). The total member of C.E.C. shall be 18. The name, address and occupation of C.E.C.members are as follows.-

S.No.	Name	Fathers/Husband Name	Designation	Address	Occupation
1.	Kuldeep Singh Gurjar	Mr. Ram Kishore Singh	President	D-176 MPEB COLONY BIRSINGHPUR (M.P.)	Govt. Service
2.	Budhpriya Anand	Mr. Ramprit prasad		NC-136 MPPGCL COLONY CHACHAI, ANUPPUR	Govt. Service
3.	Beer Bahadur Kashyap	Mr. Ram Lal Patel	V 100 1 1001011	C-119 MPEB COLONY BIRSINGHPUR (M.P.)	Govt. Service
4.	Ajay Kumar Mishra	Mr. Arvind Kumar Mishra	General Secretary	BIRSINGHPUR (M.P.)	Govt. Service
5.	Arpit Choubey	Mr. M.K.Choubey	Organizing occious	C-29 MPEB COLONY BIRSINGHPUR (M.P.)	Govt. Service
6.	Md. Sadiq	Mr. Gulab Khan	Joint Secretary	C-183 MPEB COLONY BIRSINGHPUR (M.P.)	Govt. Service
7.	Om Prakash masodker	Mr Gulab rao masodker	Joint Secretary	S/C -214 AB TYPE MPEB COLONY SARANI (M.P.)	Govt. Service
8, 31	Monnish Nema		Secretary Publicity	D-116 MPEB COLONY BIRSINGHPUR (M.P.)	Govt. Service
9	Alok Yadav		Secretary Finance	D-155 MPEB COLONY BIRSINGHPUR (M.P.)	Govt. Service
ia	Jugar Kishore Singh Baghel	Mr. Kaushal	Executive Member	C-83 MPEB COLONY BIRSINGHPUR (M.P.)	Govt. Service
	Shashi Bhushan	Mr. Krishna Kant Awasthi	Executive Member	D-37 MPEB COLONY BIRSINGHPUR (M.P.)	Govt. Service
12 T	Tularam chourey		Executive Member	F-492 MPEB COLONY BIRSINGHPUR (M.P.)	Govt. Service
13.	Saurabh kumar		Executive Member	S/C 202 AB TYPE MPEB COLONY SARANI (M.P.)	Govt. Service
14.	Shrivastav Bharat Singh	Mr. Dayaram Verma	Executive Member	NC-168 MPPGCL COLONY CHACHAI,ANUPPUR	Govt. Service
15.	Naval kishore Jha		Executive Member	S/E -885 MATHARDEV COLONY SARANI	Govt Service
16.	Avinash Kumar	Mr. Ganesh jee choubey	Executive Member	NC-178 MPPGCL COLONY CHACHAI, ANUPPUR	Govt. Service
17.	K.K.Sharma	•	Executive Member	S/E-261 MPEB COLONY SARANI (M.P.)	Govt. Service
18.	Komal Kishore	Mr. G.P. Verma	Executive Member	DE-130 MPPGCL COLONY CHACHAI, ANUPPUR	Govt. Service

President
Power Engineers & Employs 3
Association Birsinghpur (M. . .)

General Secretary

General Secretary

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Secretary Finance

Secretary Finance

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Jame, address and signature of member of drafting committee of constitution:-

A Nin.	Name	Fathers/Husband Name	Designation	Address	Sign
 1.	Kuldeep Singh Gurjar	Mr. Ram Kishore Singh	President	D-176 MPEB COLONY BIRSINGHPUR (M.P.)	द्राने
2.	Budhpriya Anand	Mr. Ramprit prasad	Vice President	NC-136 MPPGCL COLONY CHACHAI, ANUPPUR	हल्ताः
3.	Beer Bahadur Kashyap	Mr. Ram Lal Patel	Vice President	C-119 MPEB COLONY BIRSINGHPUR (M.P.)	टटारा.
4.	Ajay Kumar Mishra	Mr. Arvind Kumar Mishra	General Secretary	C-140 MPEB COLONY BIRSINGHPUR (M.P.)	हत्याः
5.	Arpit Choubey	Mr. M.K.Choubey		C-29 MPEB COLONY BIRSINGHPUR (M.P.)	Eटला.
6.	Md. Sadiq	Mr. Gulab Khan	Joint Scoretary	C-183 MPEB COLONY BIRSINGHPUR (M.P.)	ह्ट्याः
7.	Om Prakash masodker	Mr Gulab rao masodker	Joint Secretary	S/C -214 AB TYPE MPEB COLONY SARANI (M.P.)	ECT.
8.	Mohnish Nema	Mr.Anil Kumar	Secretary Publicity	D-116 MPEB COLONY BIRSINGHPUR (M.P.)	ट्रा.
9.	Alok Yaday	Nema Mr. Jai Prakash	Secretary Finance	D-155 MPEB COLONY BIRSINGHPUR (M.P.)	ECA!
100	Sugal Kishore	Yadav Mr. Kaushal ishore Singh	Executive Member	C-83 MPEB COLONY BIRSINGHPUR (M.P.)	E Coll.
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200	Taranta circulary	Mr. Bhangi Lal Chourey	Executive Member	F-492 MPEB COLONY BIRSINGHPUR (M.P.)	ECW.
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14.	Bharat Singh		L'Accutive informe	NC-168 MPPGCL COLONY CHACHAI, ANUPPUR	E(-d1.
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16.	Avinash Kumar choubey	Mr. Ganesh jee choubey	L'ACCULTY C TVICTION	NC-178 MPPGCL COLONY CHACHAI, ANUPPUR	हान्ताः
17.	SEPTIMATE CONTRACTOR PORTS	SANGER OF PARTY OF A STATE OF THE STATE OF T	Executive Member	S/E-261 MPEB COLONY SARANI (M.P.)	हता.
18.	Komal Kishore Verma	Mr. G.P.Verma	Executive Member	DE-130 MPPGCL COLONY CHACHAI, ANUPPUR	2C-11.

असम्बर्धा उपमार्गित प्रतिक्ष्योपित

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wer Engineers & Employ Association Birsinghpur (M.P.)

Witness Sign- E Coll:
Name- Krishna Pretap Singh Wisen

Address- C-30, MPSEB Colong Prakash Nagur Mayhal 48A552

Secretary Finance Power Engineers & Employet-Association Birsinghous (M.P.)

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मध्य प्रदेश MADHYA PRADESH र्यापन का र्यापन का रिवर्ग 60AA 406826 पाना देनी निपा 203 रामालार्ज रामे मिषेषान 2000 2924 W33 200 - 2010 mm yam 81 57112 1011192 952 3110211 Distribuid 14030112/15 tistiux 250 106 97 140 26/12 2012

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CHAPTER 2-

ACCOUNTING YEAR: 5.

The accounting year of the Power Engineers and Employees Association shall be from 1 January to 31st December and any dues / liabilities shall be cleared till the first week of December of particular year. Registration of members, their fee, their registration, accounting etc. shall be maintained in accounting year.

POLICIES AND MANAGEMENT: 6.

The policies and management of PEEA shall rest with the central executive committee comprising the followings: -

		1
1.	President	
2.	Vice President(V.P.)	
3.	General Secretary (G.S.)	
4.	Organizing Secretary(O.S.)	
5.	Joint Secretary(J.S.)	
6.	Secretary Publicity(S.P.)	i
7.	Secretary Finance(S.F.)	16
8.	Executive Member(E.M.)	

- (a) President and G.S. of previous year will continue as member of C. E.C. for the term and shall
- (b) Regional secretary shall also be the member of CEC and shall have right to note.
- (c) President, G.S. S.F. shall be already elected by members of association. (d) C.E.C. shall elect 2 vice president, 2 J.S., organization secretary and secretary publicly from amongst the elected executive member.
- (e) C.E.C. shall be responsible for fulfilling the aims and objectives of association.
- (f) Any decision taken by CEC in discharging normal function shall be binding on all member of
- (g) President, General Secretary and Seceratary finance shall be from cadre of Assistant Engineer and equivalent only.

ORGANIZATION SETUP:

Division:

- (a) Normally each O&M Divisional Head quarter of the company shall be the divisional H.Q. of members posted under its jurisdiction and also other divisions situated within that area of O&M division shall be termed as one division of Power Engineers and Employees Association.
- (b) The representative of each division shall be called divisional representative who shall be elected in the general meeting of the member of that division in presence of Regional Secretary or observer deputed by him for conducting the election. The quorum of the general meeting of the division shall be half of the total members. The Divisional representative shall be ex-officio member of the regional executive committee and shall
- (c) The annual election of each divisional representative shall be held before the end of the December every year. In case of vacancy, re-election shall be held within 30 days. Till the election is held for filling the vacant post, regional secretary in consultation with CEC shall nominate any member as divisional representative.
- (d) Generally there will be one meeting of each Division every month.
- (e) The divisional representative shall help in implementing the policies, programmes and decision taken by the C.E.C. effectively. He shall keep the proper record of meetings of his division. He shall intimate the information about the posting and transfers of member to the organizing secretary. He shall keep the regional secretary informed of the general problem of his division. He shall assist his regional secretary in collection of subscription / funds etc, as may be decided by the C.E.C. from time to time.

Power Engineers & Employees Association Birsinghpur (M.P.)

General Secretary Power Engineers & Employees Association Biolitianua (1P.)

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7.2 Regions:

(a) In order to facilitate the smooth functioning of the Association, whole of the Madhya Pradesh shall be divided into various regions. Every O&M circle and every Thermal Power Station of the companies shall be treated as one region.

(b) Regions of association:

- BIRSINGHPUR REGION- (Tons, Bansagar, Rajghat, Mandikheda Hydel shall come under this region)
- 2. SARNI REGION-(Totaladoh hydel shall come under this region)
- 3. CHACHAI REGION-
- 4. KHANDWA REGION-(Gandhisagar hydel shall come under this region)
- 5. JABALPUR REGION-(Bargi hydel shall come under this region)
- 6. INDORE REGION-

BHOPAL REGION-

(c) Every region shall have regional secretary and 6 other regional members of association.

(d) Every Region shall arrange the general body meeting at least once in a year. The quorum of such meeting shall be at least 1/3rd of total members.

(e) Normally the election of the Regional Committee shall be held as per the procedure laid down in the concerned article.

The Regional Secretary shall be the ex-official member of the central executive committee.

(g) The Regional Secretary shall be responsible for organization and working of all the Divisions under his Region. He shall attend the meetings of the Division from time to time and explain and clarify policies and decisions of the C. E. C. to the members.

(h) The Regional Secretary shall be responsible for timely collection of subscription, special funds / contributions from the member of his region and remittance of the share to the C.E.C. or scheme as adopted by the C.E.C. from time to time. He shall keep the uptodate record of committee and General Meeting of his Region, and also the latest record of the member of his Region. The posting and transfers will be kept intimated to the Organizing Secretary.

(i) The Regional Executive Committee shall meet at least once in 2 months.

(j) In the event of creation of a new O&M Circle, a new Regional Unit of the association will get automatically created and shall be notified by the Organizing Secretary within a month from the date of functioning of the O&M circle.

(k) Every regional body shall have its own bank account and each regional secretary shall manage this (through pass book, cash book, renewal/fresh registers) and transfer the fund to CEC as per constitution.

(I) Every regional body shall maintain the following registers and bank account pass book and sent quarterly information/Report to the Secretary finance-

- (a) Money receipt register.
- (b) Renewal register.
- (c) Cash Book.
- (d) Fresh member register.
- (e) Register as guided by C.E.C.

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CENTRAL EXECUTIVE COMMITTEE: 8.

- 8.1 (a) Meetings: There will be at least six meetings of the C.E.C. in a year but once in 3 months in any case.
 - (b) The meeting shall be convened by the General Secretary in consultation with the President as & when necessary or on requisition by one - third members of C.E.C.
 - (c) At least 15 days notice will be given for the meeting. An emergency meeting can be called at any time on short notice.
 - (d) The quorum for the Central Executive Meeting shall be one-third of the total members of Committee. All the decisions on general issues shall be by majority votes. In case of tie the President shall cast his decisive vote. In case of crucial issue of major importance such as agitation, amendment of constitution, disciplinary action against any member and alike issue the decision shall be by 2/3rd majority of CEC. The voting in the C.E.C. meeting if necessary shall be by show of hands.
 - (e) The nominated / invited members shall not have right to vote.

8.2 Power:

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Central Executive committee 8.2.1

- (a) The committee shall have power to prepare the charter of demands; it will frame the rules & procedures of business for conduct of affairs of Power Engineers & Employees Association. The committee shall discuss various matters and frame broad guidelines.
- The C.E.C. can recommend the amendments to the constitution of Power Engineers and Employees Association (by 2/3rd majority of C.E.C.).
- The committee shall consider the report of General Secretary to be put up before annual convention, prepare the budget for the current year and annual account of previous year
 - before the General Body for approval. The committee shall take suitable action and points of objection raised, if any by auditor about the annual accounts and the committee shall take corrective steps and appraise
 - the position to the general body. The committee can appoint and dismiss the paid staff of PEEA as & when necessary. in case of mid-term vacancy of Vice President, Joint Secretary, Organizing Secretary and Publity Secretary, the President shall on advice of General Secretary fill up the vacant
 - post from amongst the directly elected members of C.E.C. (E.C.). The term of office Central Executive Committee shall be of three year. The new Executive Committee shall assume its charge within 15 days from the date of declaration of election
- (h) The committee or its authorized representative shall have powers to negotiate with the company Government, or any concerned authority on any of the issue as desired by it.
- (i) It can create & invest reserve fund of Power Engineers & Employees Association. It can spend the money for administrative and other expenditure of the Power Engineers & Employees Association and also for any humanitarian cause.
- (j) Opening & operation of Bank account with any scheduled bank / post office.
- (k) The C.E.C. may constitute it's sub-committee for considering and recommending any matter desired by C.E.C. and delegate power as it thinks fit. Such a sub-committee shall limit itself to the powers and scope defined by the committee.
- (I) The C.E.C. can remove the office bearer of C. E.C. from the post but they shall continue to be the member C.E.C.
- (m) The office bearers and members of the committee at head quarters shall assist General Secretary and President in effective implementation of decision taken by the C.E.C.
- Subject to such decisions as the C.E.C. may take from time to time, the under-mentioned office bearers of the PEEA shall have inter-alia the power and duties as indicated below. 8.2.2
 - President: (a)
 - He shall have general control over all the affairs of PEEA and preside over the meetings of the General Body/convention and Central Executive (i)
 - He can delegate his power to one of the vice presidents as and when (ii)
 - He shall give advice to the General Secretary time to time on various activities and for convening the meetings framing of agendas etc. (iii)

Power Engineers & Employees Association Birsinghpur (M.P.)

General Secretary Power Engineers & Employees

Power Engineers & Employees Association Birsinghpur (M.P.) He can only be removed by the General Body of PEEA (by 2/3rd members)

Vice-President: (b)

(iv)

He shall have all the power delegated by President. In absence of President, one of them shall preside over the various meetings. He can be removed by C.E.C. from the post. In case of resignation of President and acceptance by C.E.C. one of them, as decided by the C.E.C. shall assume all the powers and duties of President. He while acting as president can be removed by the General Body only from the post of President.

General Secretary (c)

- The General Secretary shall act in accordance with policies and guidelines set by the C.E.C. and advice of President. He shall be the Chief Executive of (i) the PEEA. The General secretary shall preferably be at H.Q, Birsinghpur.
- He shall receive and directly dispose of all correspondence, except matters (ii) relating to Organization, finance and Publicity.
- He shall conduct all the meetings of the PEEA and minutes of the meetings (iii) shall be recorded in the register of record.
- He shall arrange the C.E.C. meeting in consultation with the President. (iv)
- He is empowered to sign any Agreement with prior approval of CEC and (v) represent anywhere on behalf of PEEA subject to set policies and guidelines. He can invite any ordinary member as special invitee to anticipate in any of the meetings, have concern with the subject matter
- He can be removed, only by the General Body of the PEEA (2/3rd majority). (vi)

Organizing Secretary:

The Organizing Secretary shall take care of the Organizational Functions of the PEEA.

He shall assist the General Secretary in all the matters as desired by him and work in his close co-ordination.

He shall assist the Election committee the matter of verification of member of

PEEA eligible to vote. He shall be responsible for all duties in respect of enrolment of fresh (iv) members, maintaining their addresses and postings, monitoring the activities of Regional and Divisional Units

He can be removed by C.E.C. from the post only (2/3rd majority). (v)

(e) Joint Secretary:

- He shall normally assist in all the activities as desired by the General (i) Secretary.
- The General Secretary may ask one of the Joint Secretaries to assume (ii) current charge during his absence.
- In case of vacancy of General Secretary one of the Joint Secretaries as (iii) decide by the C. E.C. shall assume his charge and shall have all the powers and duties of General Secretary, till alternate arrangement is made.
- He shall assist the Secretary (Finance) in keeping all movable and (iv) immovable property of PEEA in safe custody.
- Joint Secretaries can be removed by the C. E.C. from the post only (2/3" (v) majority).

Secretary (Finance):

- Secretary Finance shall be the custodian of finance of PEEA. He shall be (i) responsible for safe custody of all movable and immovable properties of PEEA. One of the joint secretaries shall assist him in this task.
- (ii) He shall receive and see that all the money is duly brought to Bank account and that all the account books and related record of the PEEA are properly maintained.
- He shall operate Bank Account Jointly with one of the joint secretaries any (iii) other member of C. E.C. as authorized.

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- He shall see that payments are made as per provision of constitution and necessary decision. The expenditure shall be against bills/voucher approved (iv) by the General Secretary and / or President or other office bearer authorized by them. The transaction of money should be only through valid receipt of
- He may prepare the complete account report for the C. E.C. meetings one of (v) the Joint Secretaries shall assist him in the matter.
- He shall submit his report to the C.E.C. and with its approval present to the (vi)
- He shall compile the Annual Accounts and prepare the Balance Sheet and get them audited by Auditor appointed by the Central Executive Committee. (vii)
- He shall present all his accounts on demand to the Auditor or C. E.C.
- He shall submit the audited account to the C.E.C. for releasing it for (viii) (ix)
- He shall work as per decision of C. E.C. in disputed matters.
- He shall assist Election committee in scrutiny of eligible member to vote as (x)regards their latest subscription position is concerned. (xi)
- He shall be responsible for getting the accounts of his tenure audited in the (xii) following year.
- He can be removed by General Body only. (xiii)

Secretary Publicity:

(v)

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He shall be in-charge of public relations, publicity and publications and shall work in close liaison with General Secretary and Organizing Secretary. He shall be the convener of the Editorial Committee and take all necessary action regarding publications of Bulletins/Press Notes/seminars, arrangement of Press Conference, issue of news items and other relevant statistical data. He shall keep proper up-to-date records of all such activities listed above. He will be responsible to communicate all decisions, circulars, proceedings and other information's right upto the level of the Divisional representative

He can be removed by the C.E.C. from the post only (2/3rd majority).

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CHAPTER 3-

REMOVAL OF OFFICE BEARER AND MEMBERS OF C.E.C. : 9.

In case any of the office bearers is not discharging his duties satisfactorily the C.E.C. shall hold the meeting to discharging his duties satisfactorily the C.E.C. shall hold the meeting to discuss the matter and if 2/3rd of members present subject to minimum 50% of total strength decides he shall be removed from the post Re-election for such post 9.1 9.2

The president, General Secretary and Secretary Finance and directly elected C.E.C. member

The C.E.C. shall terminate the membership of a C.E.C. member who fails to attend three 9.3 consecutive meetings or in all misses four Central Executive Committee meetings, even after 9.4

The post of member on vacation shall be filled in by the President from the next of candidates, who contested the election for the post of member for that year, in order of votes 9.5

secured.

DISCIPLINARY ACTION AGAINST MEMBER OF PEEA: 10.

If it is brought to the notice of the Central Executive Committee that the conduct of any member of PEEA is unworthy of the aims and is against the interests of PEEA or there has been a gross breach of rules of PEEA disciplinary action shall be taken against him by the 10.2

Such a member shall be given opportunity to explain his conduct in writing or appear before 10.3

The C.E.C. if deemed fit, can award censure, suspend him from membership for a fixed period not exceeding the term of C.E.C. the decision in C.E.C. will be by 2/3rd majority of its 10.4 full strength.

GENERAL BODY MEETINGS : 11.

All the duly enrolled and eligible member of the PEEA shall constitute the General Body and it 11.1

All General Body Meeting other than Annual General Body Meeting shall be called extra ordinary General Body meeting. The extra ordinary meeting of General Body may be called 11.2 the Central Executive Committee at any time as it may think fit for the conduct of an urgent

An extra ordinary meeting of the General Body may be requisitioned by not less then 10%

- (a) The new C.E.C. will take over in a simple function at H.Q. within 15 days from declaration of election result and thereafter it will arrange for the Annual General Body meeting preferably within 45 days. Election Related activities will be administered by the Chief Election Officer / Member of Election Board. In extra ordinary circumstances, the new C.E.C. may postpone / delay the annual convention for certain period but the reasons should be apprised to the General Body in the Annual Convention. The convention should be held at the H.Q. only except on very special valid reasons which should be approved by the C.E.C. with 50% majority of full strength and these reasons should also be expressed before the General Body for information of members.
- (b) The annual general body meeting shall transect the following business:
 - i. To receive and consider the report on the working of the PEEA during the preceding year presented by the outgoing General Secretary.
 - ii. To administer oath to the elected member who could not be present at the oath taking ceremony. The oath will be administered by the president.
 - iii. To consider any professional paper and other reports on management and working of the company policy on power etc.

iv. To consider the proposals and pass the resolution on the subject as per agenda.

To honor the members of PEEA including ex-member for their special and outstanding works and contribution as may be propose by the Central Executive

Committee by its two third majorities. vi. Any other matter duly brought forward in writing before start of General Body

meeting, with permission of the C.E.C.

General Secretar

Power Engineers & Employ Association Birsinghpur (M.P.)

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11.5

11.5.1 A clear 01 month notice shall be given for an Annual meeting of General Body.

11.5.2 A clear seven days notice shall be given for an extra ordinary meeting of the General

11.5.3 A notice of every such meeting shall specify the day time and venue of the meeting and shall contain an agenda of the business to be transacted there at as may be

11.5.4 All notice of meeting shall be deemed sufficient and proper if circulated to the members though Regions and division of left or posted at their office address Nonreceipt of notice (s) shall not affect validity of proceedings of a meeting.

11.6

11.6.1 The quorum at the General Body Meeting shall be 50 or 15% of total eligible

11.6.2 If within half-an-hour the quorum is not present, the meeting may be adjourned to the next day or may be postponed to any other date not earlier than 15 days. This should be notified by the President Presiding over the meeting in consultation with General

11.6.3 If in the second meeting the quorum is not present specified date time present

11.6.4 Normally no business other than prescribed for or left unfinished at the earlier session of meeting shall be transacted but if time and chair permit, other matters could also

11.6.5 The president or in his absence one of the vice-presidents shall preside over the meeting or C.E.C. shall elect of it member to preside over the meeting in case of

11.6.6 Ordinarily the voting shall be by show of hands. At the crucial juncture of if desired by 25% of members present the voting can be by way of secret ballots. The voting on any motion shall be arranged by president presiding over the meeting.

11.6.7 Ballot papers shall be given to eligible member only as certified by the Organizing Secretary. No proxy will be permitted. In case of doubt of dispute decision taken by

11.6.8 All the decisions of the General Body shall be by majority, subject to provision of other articles of the constitution in case of tie, whether on a show of hands or no a poll when it is demanded, the president shall have a casing vote.

REVENUE AND ACCOUNTS :

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Source of Revenue:

By admission fee and yearly subscription fee of members.

By other source as approved by Central Executive Committee within the provision of

By forfeiting the security amount of election when minimum votes did not secure by By the nomination form for C.E.C. election. (d) (e) contestants.

The fund of PEEA shall be deposited in a scheduled bank /post office. Withdrawals from the Bank shall be made under joint signature of Secretary Finance and the Joint Secretary or other office bearer / executive member authorized by the Central Executive Committee. 12.2

No fund shall be collected in the name of PEEA without the approval of C.E.C.

There will be a reserve fund of the PEEA in the form of fixed deposit in the Bank / Post office. This fund shall consist of 10% of share of annual subscription of C.E.C. The C.E.C. shall 12.3 12.4 decide upon the deposit in and withdrawal from this fund.

The C.E.C. President or General Secretary shall be empowered to sanction reasonable advance to any member for some specific work, the account of which shall have to be submitted by the concerned member within 15 days otherwise he will have to return back the 12.5

The Regional Secretaries and Divisional Representative shall be authorized representative of the PEEA for collection of subscription and other funds. The system of collection of 12.6 subscription and other fund may also be centralized by C.E.C. if so desired.

Pour Engineers & Employees Association Birsinghpur (M.P.)

Power Engineers & Employees hpu MP)

- One-third of subscription collected in Region shall be retained by the region to be spent at the discretion of Regional secretary and the balance amount shall be remitted to the C.E.C. The Regional Body shall allow certain percentage of the collection made by a Divisional unit to be retained by the Divisional Unit for its activities.
- The travelling expenditure of the delegates, office bearer of Regional Committee for attending the C.E.C. meeting or other purpose of PEEA shall be met by their respective Region. The expenses of office bearers and executive member of C.E.C. in this respect shall be paid / reimbursed by C.E.C.



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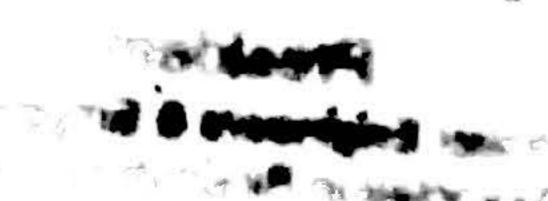
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General Secretary
Power Engineers & Employees
Association Birsinghpur (M.P.)





CHAPTER 4-

AMENDMENT OF CONSTITUTION : 13.

- 13.1 Subject to the prevalent provision of societies Registration Act, the PEEA may make amendments / changes in the constitution and such amendments / change in the constitution shall be valid as if contained in the original constitution and shall be subject to change in like
- 13.2 Whenever it shall appear to the C.E.C. that it is advisable to make necessary changes in the constitution, the proposal to that effect shall be circulated by the General Secretary to all the
- 13.3 The amendments to the constitution shall be deemed to carried only when they are considered by the General Body Meeting and are passed by it with 2/3rd majority of members present. The amendments to the constitution shall also be deemed to be carried if such proposals obtain support of not less than half of the total membership ascertained on the basis of views received in writing from the Regional Secretaries of various Regions. Before conveying such a decision of a Region, the respective Regional Secretary shall convene the general meeting of his/her Region and shall obtain the views of the members of that region.

AUDIT OF ACCOUNTS: 14.

- The new central executive committee shall appoint an Auditor to audit the accounts of PEEA of the previous year, for audit of accounts maintained at Regional and Divisional 14.1
- He shall audit the accounts maintained by Secretary Finance by Regional bodies and divisional units once a year, based on C.E.C's decision General Secretary shall ask the auditor to inspect the accounts and records of Central and / or Regional Committee and / or Divisional units even more than once. The Auditor shall certify the accounts maintained and 14.2 give his report on objections to the General Secretary.

All the disputes shall be considered and decided by the C.E.C. on matters other than relating to elections.

- No member or office bearer of the PEEA shall be under personal liability in respect of debt & obligations and agreements entered into, unless there are acts of willful neglect or default or
- Funds and properties of PEEA shall be applicable towards the maintenance, upkeep and improvement of the PEEA and for promotion of its objects and ideas and no portion thereof 16.2 shall be paid or transferred to any of its members.

President Power Engineers & Employees Association Birsinghpur (M.P.)

CHAPTER 5-

17.

- All the bye-laws framed under provision of the constitution shall apply to all Regions and **GENERAL**: 17.1
- The President and General Secretary shall not have right to take any important decision 17.2
- Under extra ordinary circumstances, the President and / or General Secretary will have right to take such an important decision by mutual consultation and also taking views of at least five more C.E.C. members. However, the C.E.C. of members available at Birsinghpur shall 17.3 have to be taken in to confidence within 24 hours. Such decisions shall have to be ratified by
- The important proposals pertaining to policy or other matters of prime importance under consideration shall be circulated by the Gen. Secretary to Regional Secretaries and Divisional 17.4 Representative, who shall ascertain the views of the members by convening general body meeting as per relevant provisions of constitution and convey the views to the General Secretary. Such proposals shall be deemed to be carried if obtain support of not less than half the membership of PEEA this should however be supported by signature of the members.

ELECTION RULES AND PROCEDURE TO BE FOLLOWED FOR ELECTION AFTER EVERY 18. THREE YEARS:

The election to elect central executive committee shall be strictly by way of secret and authorized ballot.

Eligibility:

Every member of PEEA shall have right to vote and participate in the election, subject to the following provisions of ELIGIBILTY.

(a) Voter: Only the member having paid the regular membership subscription will be eligible. List of eligible voters will be prepared by the Organizing Secretary covering those members who had paid their regular subscription up to June of that Particular year in which election are to take place.

(b) Contestants: Member having voting rights shall be eligible for contesting to any post in the C.E.C. / Regional Bodies / Divisional units.

18.3

- (a) Election committee: A seven member election committee consisting of three member from headquarter and four member from other four region including CEO preferably from head quarter. Who shall head the committee. All the seven members shall be appointed by the member of each region in every year of first week of July for conducting election of PEEA for the following year. The organizing secretary and secretary finance shall assist the election committee in the matter of verification of eligibility of members
- (b) Appellate Committee: An appellate committee shall be formed for hearing the grievances of the contestants and / or votes in regard to any irregularity / discrepancy in election procedure / results and to take suitable decision, which shall be binding on all. The election committee can also refer/recommend instances for taking suitable decisions to the appellate committee. The appellate committee shall consist of one head and three other members of association from any region decided by CEC .CEC will decide the head of appellate committee which may be or may not be member of association. The appellate authority shall have powers, if deemed fit, to debar any contestant from elections for the following year and any member from voting power for one year. All the decisions of the committee shall be by way of majority option only.

Election Procedure to be followed: 18.4

- 18.4.1 A clear thirty days notification inviting nominations, from the date of issue shall be issued by the Chief Election Office on 30 August after every three year.
- 18.4.2 The eligible members desiring to contest the election may file nominations(s) for any one of the following posts. The nominations shall be received in the prescribed proforma as given below:

President

Power Engineers & Employees Association Birsinghour (N.P.)

General Secretary Power Engineers & Employees Association Birsinghpur (M.P.)

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ANNEXURE: "A"

1 4	President	One post
3	General Secretary	One post
3	Cocestary Finance	One post
- J.	Executive Members	Ten members

Nomination form for Annual Election

- Name of the post.
- Name of the candidate

(In CAPITAL letters)

Designation

Region

Place of posting & address

Name of first proposer

Designation

Region

a member of PEEA and he has paid yearly-Address Weather he subscription fee.

Signature of first proposer

Name of Second proposer

Designation

Region

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is a member of PEEA and he has paid yearly- Yes/No Address Weather he subscription fee.

Signature of Second proposer

The nomination has been filled up as per my consent. I have paid regular yearly

subscription fee.

Signature:

Date

Name of candidate

Place

Address

(In support of subscription, certificate from regional sec./Treasurer or prescribed money receipt to be enclosed in respect of contestant, 1st proposer and 2nd proposer.)

- 18.4.3 The programme of election should be fixed in such a manner that the election results may be declared latest by the 31st December. The same programme shall be followed for election in Regional Unit wherever election become necessary. Regional election committees consisting of 3 members will be declared by the Election committee in advance such that the notifications issued by the election committee shall be good for
- 18.4.4 Security deposit of Rs. 1000/- shall be deposited by each contestant for the election of C.E.C. by cash or D.D. in favour of Secretary (finance), PEEA, Birsinghpur and it is refundable except of those contestants who have not secure minimum 10% of winner votes for that post.

18.4.5 Nomination form fee shall be @ Rs.100/- for each contestant.

Power Engineers & Employees Association Pirsinghpur (M F

General Secretary Power Engineers & Emple Asseciati Jusuignput (la. -.)

- 18.4.6 Blodata: Each nomination form shall be accompanied by biodata sheet of the candidate including the following information. The biodata shall restrict to 60-75 words. In case the boidata is lengthy, the election committee shall have right to short the same. The boidata should contain below given information:

 - (a) Present post held in the company including place of posting.
 - (b) Any post of C.E.C. and / or Regional Committee in the PEEA from time to time, indicating respective year. Any other contribution in respect of PEEA.

18.4.7 Rejection of Nomination(s)

- (a) One member can contest only for one post. Nomination(s) filed for more than one post, if any, will have to be withdrawn except one within specified time of fifteen days otherwise all his nominations shall be rejected.
- (b) Any eligible member who has first proposed or second proposed a candidate for any post for which only one candidate is to be elected should not propose (first and second) any other candidate for same post except for the post of executive members subject to maximum ten numbers otherwise the nomination of both or all such candidate shall be rejected.



Immediately after scrutiny of nomination form receive by the Election committee the list of candidates shall be issued and a clear fifteen (15) days time from the date of issue will be given for withdrawal of candidature.

Within fifteen days of expiry of withdrawal date, the ballot papers and procedure to be followed by the voters, duly printed, shall be released to all members within next

fifteen days. 18.4.10 A clear thirty days time shall be fixed for voting and ballot paper Voted and sealed as per procedure laid down to reach back to the chief election Officer, either in person or by post.

(a) Ballots along with: (i) Biodata (ii) Identification slip (iii) One small envelop containing contestant list for the post of CEC for the voting. (iv) One bigger envelop, duly addressed (v) sheet containing election procedure, shall be dispatched to the individual eligible voter by post or by hand.

(b) A clear 30 days time shall be available for casting vote. The members at H.Q. may put their ballots (duly sealed as per procedure laid down) in the ballot box while members at outside stations shall send their ballots by post or by hand.

18.4.11 The election shall be completed and results will be declared in any case on or before 31st December.

18.4.12 (a) The register mentioned for registration of membership of PEEA shall form the eligible voters college for the purpose of election. Every registered member must be allotted an enrolment number at the time of their registration.

(b) The register of membership shall be kept up-dated as for as latest address is concerned, which means place, nature of posting and the Region concerned. It is the duty and responsibility of every individual member to keep the Regional and Organizing secretary informed about their latest details as above from time to time.

(c) The ballet paper shall be sent to eligible members, latest address available. The non-availability of changed address if any posted delay or loss in postal transit shall not be the responsibility of election committee.

(d) In addition to the normal requirement of enrolment of membership, the member is also required to have paid all the yearly subscription up to June of that year. Details regarding persons who have paid the subscription as above shall be furnished by the Regional secretaries to the Organizing Secretary so as to reach him latest by 15th July. Based on the information furnished by the Organizing secretary. Chief Election officer shall issue the tentative list of eligible voters by 31st July with indication that members may send their appeal for modifications / inclusion of their names etc. upto 15th August. Member requesting the Chief Election Officer for inclusion of their names shall send the request in writing with supporting information / documents regarding payment of subscription up to June. Final voters list shall be notified by the Chief Election officer latest by 30th August. All these lists & circulars shall be sent directly to the Regional Secretaries, Divisional Representatives, C.E.C. Members, and all the contestants.

Power Engineers & Employees * reciation Birsinghpur (M.P.)

General Secretary The formers & Employees r in ation brishinghout (1/1 3)

(e) The ballot shall bear the signature stamp of the Chief Election Officer.

The identification slip shall be machine numbered and shall have space for the voter's name address signature etc. One of the member of the Election committee (Other than Chief Election Officer) shall sign on the identify slip on the

(g) The outer envelope shall have that address of the Chief Election Officer (where

(h) The members, who find their names in the final voter list but do not receive their ballots up to 5th November, may request the chief election Officer in writing for issuing him a ballot. The Chief Election Officer shall dispatch ballot within 7 days on receipt of such requests from eligible voters. Requests received after 20th

(i) Next serial number identity slip shall be sent to such members (voters) with a letter mentioning that the ballot issued with the earlier identity slip even if received / casted shall stand invalid. If means the ballot with second identify slip, if casted, will only be valid.

18.4.13 Code of conduct for Election:

(a) That the election is held in a manner to keep the elevated status and dignity of

(b) That the free and fair elections are held in accordance with the democratic

(c) That the election process does not give rise to groupism or un-ethical conduct. Such as misuse of official power in the company or official position in PEEA.

18.4.14 Voting Paper:

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(a) Ballot papers containing the panels of all the valid nominations for each post shall e printed and shall be bearing signature of the CEO or one of the members of ction committee. The printing shall be arranged in supervision of Election

ballot paper to voters. Similarly, prescribed code of conduct shall be

Every member after casting his vote shall put the ballot paper in small envelope provided to him with ballot paper and shall seal the envelope. If any identification hark or signature or defacing appear on the ballot paper the ballot paper shall be

(d) Every member is required to fill up his full name, designation, present address region and his legible signature on the identity slip shall attached with small

सिवा संबाध (e) The small envelope containing ballot paper and the identity slip shall be put in by the voter in the bigger address envelope and shall mail it directly to the Chief Election Officer, so as to reach on or before the last date prescribed for the

(f) Immediately after 5.00 PM on due date. Member of election committee and contestants of their authorized representatives, who-so-ever may be present, shall verify the original seals, on the ballot box and record their dates signatures

with time in support of the fact that the seals are found intact.

(g) The ballot box shall be opened and the envelope found inside the ballot box shall be counted and number recorded on a sheet which shall be duly signed by all those present. The envelopes shall be put back in the ballot box along with the sheet indicating the total number of envelopes received and signed by all the persons. The box shall be sealed in present of all person and a sheet containing their signature shall be pasted on the box as a paper seal. The slit meant for

Ballot box of every region shall be under the supervision of member of election committee of that region and ballot box of each region shall be reached to the

headquarter before the due date.

General Secretary Power Engineers & Employees Association Bil Sully in (M.P.)

Povier Engineers & Employer Association BirsingPipus/(M.

K.S. Gury President

Power Engineers & Employ Association Birsinghpur 18.4.15 Procedure for casting votes:

(a) Each eligible member shall cast his vote from amongst the panel of contestants for various posts given in the ballot paper.

(b) Every member shall indicate his choice by putting a correct mark (√) against name of candidate (s) in the space provided for the purpose, against the name of each candidate on the ballot paper and cross marks(X) in other left box for a

(c) If correct mark is put up against more than one name for the same post for which only one candidate is to be elected, the vote shall be considered in valid for that post for posts or members if correct mark is put up against more that 10 (ten)

candidate, the vote shall become invalid for these posts of members.

18.4.16 Voting and counting:

(a) For all posts of C.E.C. for which election is to be made and two or more candidates are contesting for that post, the candidate, having secured maximum number of valid votes polled, shall be declared elected. For the post of members of C.E.C. first ten (10) candidates in order of votes secured shall be declared elected.

18.4.17 Counting Arrangement:

(a) On the counting day the member of Election committee and contestants of their representatives shall assemble at the place notified earlier, will verify all the seals on the ballot box and sign or a paper ascertaining the intactness of the seals. The box shall be opened in presence of all. The outer envelops shall be removed and the identification slip shall be verified with reference to the voters list as indicated below:

Envelope containing identification slip bearing incomplete details shall be declared invalid.

- In case of issue of duplicate ballots the earlier ballots if received back (2) shall be declared invalid on the basis of the identification slip.
- List of invalid envelops indicating the number on the identification slip (3) shall be prepared and signed by all the election committee members. These envelop will not be opened.

Number of invalid envelops shall be removed and valid envelops shall be (4)

bundled in group of 25 each.

- Region-wise analysis of total envelopes shall also be declared. All concerned paper and bundles shall be put back in the ballot box and sealed as per the procedure mentioned above.
- The box will be opened in presence of persons of election committee and C.E.C as per the procedure mentioned above.
- Each bundle shall be opened one after the other by Election committee.
- One member of election committee shall remove the envelope and pass on the ballot to the second member of election committee.
- The second member of election committee shall verify the validity of the (9) ballot and put his initials.
- The third member shall attach counting sheets meant for 25 ballots and (10)pass on to the counting teams.
- Counting teams shall have two persons who shall count the votes and (11)record on the counting sheets as per prescribed procedure.
- First counting sheet and bundle of ballots will be collected by the (12)members of Election Committee, counting sheet will be retained and the bundle of ballots along with second counting sheet (in different color) will be given to other counting team.
- First and second counting sheet shall be talied and discrepancies, if any, (13)shall be traced out and corrected, and signed by members of Election Committee Tallied figures shall be posted in an Abstract Sheet based on which, the final position of votes secured shall be announced by the election committee. Interim position shall also be intimated from time to time.

President Power Engineers & Employees Association Birsinghpur (M.F.)

General Secretary

Power Engineers & Employees Association Birsinghpur (M.P.)

Secretary Finance Power Engineers & Employees Association Birsinghpur (M.P.)

- (b) The counting shall be in strict supervision of Election committee. The assistance of as many members as may be necessary may be taken by them to undertake the counting work satisfactorily. The candidate contesting the election or his authorized representative cannot count the votes.
- (c) There may be as many counting groups as may be required depending up on the response of the polling and desired by election committee each group shall consist of two members one member shall read the ballot paper and other shall record on the counting sheet provided by the election committee duly initialed. Any controversy shall be immediately referred to the election committee for decision. Any doubt in counting will be clarified by the election committee and shall be carried out.
- (d) After announcement by the election committee regarding votes secured by each contestant the contestants or their representatives shall have time for an hour for submission of representation if any. After consideration of representations (if any) the election committee shall declare final result there itself.
- (e) All counting sheets, abstract sheets ballots and other concerned papers shall be put in the ballot boxes and sealed by the election committee in presence of contestants / representatives available.

18.4.18 Election of regional bodies shall be carried out in line with the procedure outlined above, such that the results are declared by the election committee (as appointed by the election committee) in the regions latest by 30th November and the same are the election committee) in the regions latest by 7th December, so that confeyed to the chief election officer to reach him latest by 7th December, so that the results are also conveyed along with results of C.E.C.

All election results (including that of regional and divisional units) shall be dispatched by the chief election officer, within 3 days of declaration of results to the outgoing general secretary and all the contestants of C.E.C.

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