



**THE INSTITUTE OF  
Company Secretaries of India**

**भारतीय कम्पनी सचिव संस्थान**

**IN PURSUIT OF PROFESSIONAL EXCELLENCE**

**Statutory body under an Act of Parliament**

**(Under the jurisdiction of Ministry of Corporate Affairs)**

**KOTA  
CHAPTER**

**NOTIFICATION ISSUED BY RETURNING OFFICER**

**Election to the Managing Committee for Kota Chapter of NIRC of ICSI**

The four-year term of the existing Managing Committee of all the Chapters will be over on 18<sup>th</sup> January 2023. For the purpose of constituting the Managing Committee for the next term, the Returning Officer is pleased to notify the following schedule for the conduct of elections to the Managing Committee of Chapters in the year 2022:

Sl. No	Activity	Timelines/Details
(i)	Number of Members to be elected by Chapter	Not more than Seven (07)
(ii)	Last date & Time of filing of Physical Nomination Form at respective Office of the Chapter	Not later than 6:00 PM, Thursday, the 1 <sup>st</sup> December, 2022
(iii)	Date & Time for withdrawal of Nomination	Till 6:00 PM, Monday, the 5 <sup>th</sup> December, 2022
(iv)	Name of valid Nominations to be displayed in the Notice Board / Child Portal of Chapter Office	Till 8:00 PM, Tuesday, the 6 <sup>th</sup> December, 2022
(v)	Date & Time of Election	Saturday, 17 <sup>th</sup> December 2022, 8:00 AM to 6:00 PM
(vi)	Venue of Election	Office Premises of respective Chapter
(vii)	Counting of Votes and Declaration of Results in Chapters	After conclusion of polling on Saturday, 17 <sup>th</sup> December, 2022 at Office Premises of respective Chapter
(viii)	Nomination Fees	For Diamond & Platinum Chapter – Rs. 10,000/- + GST 18% = Rs. 11,800/- For Gold Chapter – Rs. 5,000/- + GST 18% = Rs. 5,900/- For Silver Chapter – Rs. 3500 + GST @ 18%= Rs. 4130/-

**Nominations:** The nomination in the appropriate form duly filled-in will have to be delivered along with the requisite fee to the Chapter Office/Returning Officer by name not later than 6.00 PM on Thursday, the 1<sup>st</sup> December 2022 at the following address:  
**Chapter Office Address:**

**Kota Chapter of NIRC of ICSI, B-382, Talwandi, Kota, Raj-324005**

**Fee for Election:** The candidates will have to remit the prescribed nomination fee of by way of Demand Draft in favour of "The Institute of Company Secretaries of India", payable at New Delhi.

Elections to the Managing Committee of the Chapters shall be held on Saturday, the 17th December, 2022 in all the chapters – 'Voting by Simple Majority'.

**Disciplinary Action against the Members in connection with Code of Conduct:** A Member shall be deemed to have brought disrepute under item (2) of Part IV of the First Schedule of the Company Secretaries Act, 1980 if, in connection with an election to the Managing Committee of the Chapter, the Candidate is found to have contravened any of the provisions of the election Code of Conduct.

**Dispute arising out of Election:** In case of any dispute regarding the election, the aggrieved person may make an application within 15 days of the declaration of the result of the election to the President of the Institute and the decision of the President shall be final.

For further details with regard to the Election Code of Conduct and Disciplinary action, members are requested to refer the Guidelines published by the Institute in the journal and hosted on the Institute's website [www.icsi.edu](http://www.icsi.edu).

(Dr. Lalit Kr. Sharma)  
**RETURNING OFFICER**  
Kota Chapter of NIRC ICSI

Place: KOTA  
Date: 23:11:22

**Vision**

"To develop high calibre professionals  
facilitating good corporate governance"

**Motto**

सत्यं वद। धर्मं चर। *Speak the truth. abide by the law.*

**Mission**

"To develop high calibre professionals  
facilitating good corporate governance"

Connect with ICSI

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