

CENTRAL GOVERNMENT EMPLOYEES WELFARE HOUSING ORGANISATION (CGEWHO)

Head Office : 6TH FLOOR, 'A' WING JANPATH BHAWAN NEW DELHI-110 001

Website : www.cgewho.in ; E-Mail : cgewho@nic.in

A-406/5

By Post

Date : 25/06/2014.

30/06/2014

To,
The beneficiaries of Meerut (Phase-I) Housing Scheme.

Subject : Formation of adhoc committee of apartment owners' association (AOA) for CGEWHO's Meerut (Phase-I) Housing Scheme : reg.

Sir/Madam,

As per the CGEWHO Rule-31, an Adhoc Committee will be constituted as a preliminary body in the form of a precursor to the eventual Apartment Owners Association in accordance with local laws governing such bodies. Adhoc Committee will be having following members (in each type of flat) depending on flats constructed in each type.

Table-A

Type	No. of Voter for each type of flat (in Nos)	Type-wise Member-Representative to be elected & Votes to be given by an elector (in Nos)
A	10	01
B	40	01
C	20	01
D	20	01
	90	04

* One member-representative considered for 50 member(s) or fraction thereof, for each type of DU/flat. An elector can vote to elect his/er type of member-representative(s) with maximum votes; as the case may be.

2. The list of beneficiaries who are eligible to vote will be either web-published or displayed in the notice board of the CGEWHO's Head Office on **1st July 2014** and finalized the list of voters by considering representation for rectification of errors, if any within one week time. Final voters/beneficiaries list shall be published latest by **10th July 2014**.

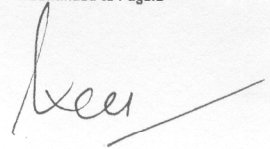
3. Members of the adhoc Committee and/or all Office Bearers shall be elected in the General elections to be held either by postal or by secret ballots. The date of elections, which should be on or before **13/09/2014**, shall be decided by CGEWHO; as the case may be. The adhoc Committee shall cease to exist on the completion of one year or earlier after completion of its assigned task and conduct elections as per the approved rules of the Apartment Owners' Association to be framed in association with CGEWHO.

4. **ELIGIBILITY TO VOTE** : Beneficiaries who (i) have **NIL** outstanding payment as per final-call letter and (ii) have submitted **Annexure-I, II & III** {<http://www.cgewho.nic.in/ANNEXURE-I.pdf>; <http://www.cgewho.nic.in/ANNEXURE-II.pdf>; <http://www.cgewho.nic.in/ANNEXURE-III.pdf>} as per the CGEWHO's final call-up letter dated **29-1-2014** shall be **eligible to vote**. Thus, only eligible beneficiaries who qualifies on the criteria of (i) & (ii) above shall be eligible to vote and/or contest elections.

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5. Every elector/voter present may choose to vote; in case s/he has not forwarded his/er vote(s) by Postal Ballot. Beneficiary of respective type will vote to elect his/er type of member-representative(s) with maximum votes as per **Table-A** of page-1. If any elector/voter exercise (✓) more votes than the allowed no(s) of member representative in the respective type of unit then his/er votes will be liable for rejection. No proxy will be allowed.
6. **Nomination forms**, duly proposed, seconded and accepted by the contestant member for a particular type of member-representative of adhoc committee, shall be received by the Presiding Officer by a certain date and time fixed by the CGEWHO/adhoc Managing Committee; as the case may be which should be, as per the program at **Annexure-I**. **The nomination(s) strictly as per the Annexure-II will be received by CGEWHO's HEAD OFFICE either in person or by post, as per the program at Annex-I..** No person can hold more than one office at a time and type of blocks and, therefore, will be eligible to contest only for one seat of his/er type of unit. For example; 'D' type allottee can NOT file nomination for 'B' type Member-Representative or vice-versa.
7. Voting shall be **either** by SECRET BALLOT in person on the date of General Body meeting or by POSTAL BALLOT for those who wish to or who will not make it to be there on date of General Body meeting in which result will be announced. She/he can exercise her/his voting right i.e. by ticking (✓) against of the names of Contestant of his/er type of dwelling unit/flat in the Ballot Paper whom she/he desire to be elected as 'Member-Representative' to adhoc committee of Apartment Owners Association, duly signed and return the same in sealed envelope i.e. by placing the ballot paper in an envelope sealing it & again placing the same in the envelope addressed respective ProjectManager {i.e. **Shri Raj Kumar Bhatia, Project Manager, CGEWHO, Kendriya Vihar-I, Sector-4, KankarKhera, Shradhapuri, Phase-I Meerut-250001, UP; Telephone : 99927071296**} The Project Manager shall maintain an Inward Dak Register and shall record the date and time of receipt of postal ballots. Beneficiaries who have already exercised their postal ballot can be present when the voting is conducted in person, but cannot cast a fresh ballot.
- i. A non-transferable Ballot Paper bearing your Name & Regn No. with official seal of CGEWHO will be issued. Ballot Paper having details of Name, Regn. No. of valid nomination(s) received for desirous member-representative to respective type of flat/DU to adhoc committee of the AOA/society of the Project.
 - ii. A detailed list of nomination received bearing name, address, phone number and Registration number for information of allottee(s).
 - iii. Envelope printed with address of the Project Manager of respective Project. (For voting by postal ballot).
8. An elector shall be entitled to propose or second only one nomination paper. In case he/she has proposed one nomination paper and also seconded another nomination paper, in that case both the nominations would be invalid.
9. No elector shall propose or second a nomination paper for an office for which he himself is a candidate. If an elector has already proposed or seconded a nomination paper for an office, his own subsequent nomination for such an office will be inoperative.



10. All the beneficiaries who are meeting with condition at (4) above, are eligible to vote in the elections to elect the Members of the adhoc Committee, will be informed through web-publicity of the program of election, as noted at (4) above, in writing well in time. While intimating them, they are advised to bring their Ballot Paper, Identity Cards and Possession letters in their name or any other valid documents with them to substantiate the validity of their eligibility at the time the elections are held.

11. **ELECTIONS** shall be conducted by the Presiding Officer who will be appointed in accordance with approval of CEO/CGEWHO. All activities will be done in front of present beneficiaries and committee members, constituted for this purpose. The committee may bring minor changes in the procedure as stated, if required, at any point of time and authorized to take help of any beneficiary for conducting the election in smooth, transparent and independent manner. The general body meeting and announcement of the result have been planned to be conducted in one day in Pre-lunch and Post-lunch session as detailed in the **Election Program** in the annexure-I :

12. In case of any dispute arising in the matter of Election process or Election Results, the Presiding Officer; nominated/approved by CEO/CGEWHO will submit a report to the Chief Executive Officer, whose decision shall be final. The adhoc managing committee, formed will discharge the functions of the Managing Committee till fresh elections are held.

13. Later, member-representatives of the adhoc committee may elect following office bearer(s) amongst themselves, if they so desire. Remaining elected member-representative will act as a Member-Representative of the adhoc committee till end of the tenure of the adhoc committee :

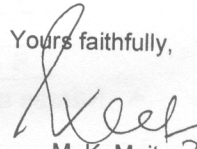
President : One	Vice-President : One	Secretary : One	Jt Secretary: One	Treasurer : One
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14. **The adhoc committee will aim** at formally constituting a registered Apartment Owners Association (AOA), including framing of its name, bye-laws under the local laws governing such bodies, in association with CGEWHO's Head Office and register the same with the appropriate competent authorities. On completing the formalities regarding registration of the Apartment Owners' Association (AOA), the adhoc committee would be required to convene a General Body meeting of all the beneficiaries to elect and constitute a **regular Managing/Executive Committee in accordance with approved bye-laws**. The adhoc/regular Managing Committee of the AOA, will take over all the common areas/services/facilities of the project within 4 months of its constitution.

15. The Adhoc Committee and subsequently the regular Managing/Executive Committee of the AOA, will administer the colony, look after its maintenance, attend to common property and provide guidelines for civic standards. The regular Apartment Owners Association (AOA), once formed, will be governed by its bye-laws. For further guidance, it may refer to **CGEWHO Rule-31** as mentioned the Scheme Brochure or CGEWHO's HEAD OFFICE, as the case may be.

Encl. : As stated

Yours faithfully,


M K Maity 20/06/14

Deputy Director (Administration) &
Presiding Officer for Election

For Chief Executive Officer