



CENTRAL GOVERNMENT EMPLOYEES WELFARE HOUSING ORGANISATION
M/o Housing & Urban Affairs (An ISO 9001:2015 Organisation)
Head Office : 6TH FLOOR, 'A' WING JANPATH BHAWAN NEW DELHI-110 001
Phone No.011-23739722/23717249/23355408, Fax No. 011-23717250
Website : www.cgewho.in ; E-Mail : cgewho@nic.in,
SPEED-POST

A-407/6

28th July 2023

To,

All eligible beneficiaries of Greater Noida (Phase-I) Housing Scheme.

Sub: **Formation of Apartment Owners' Association (Adhoc) for CGEWHO's Greater Noida (Phase-I) Housing Scheme.**

Sir/Madam,

This is further to our Final Call up letter dtd.22nd February 2022 for final payment (s) and further physical possession of your dwelling unit under Greater Noida (Phase-I) Project. You will be pleased to know that so far 1453 possession letters (out of 1794 flats) have been issued from this office and more than 1043 beneficiaries have taken over physical possession of their flats whereas nearly 300 families have shifted in the complex. All the beneficiaries who have received the Possession Letter till 31st July, 2023 are eligible voter and they may nominate themselves for Tower representative (one from each tower of Type "B","C" & "D", Two from Type "A" Tower and ONE from Commercial Complex)

2. Formation of 'Apartment Owners' Association' (Adhoc) at Greater Noida (Phase-I) through a General Body Meeting (GBM) is proposed to be held on **15.10.2023** (Sunday) at 10:00 Hours at Community Centre, Kendriya Vihar Complex. The agenda of the meeting is given below:

a) Election of Tower-representative of each Tower/Block, (**TWO** from "A" Block and **ONE** from Commercial Complex) by secret ballot. The details of voter representation is as under :-

Type	Total flat (s) (in Nos)	Possession Letter Issued (as on17-07-2023)	Type-wise Tower-Representative to be elected & Votes to be given by an elector (in Nos)
A	104	92	02
B	506	427	05
C	848	706	16
D	336	228	06
Commercial Complex/Shops	50	33	01
	1844	1486	30

(b) Announcement of the result of election before the beneficiaries present.

(c) Convene the 1st Executive Committee Meeting with Assistant Director (Admn.) and GM Project from CGEWHO to elect the Office Bearer (s) of Adhoc Committee as under :

President : 1	Vice-President : 1	Gen. Secretary : 1	Joint Secy : 1	Treasurer : 1	Jt. Treasurer: 1
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3. Only the beneficiaries are requested to attend the meeting without proxy.

Yours faithfully,


Roshan Kishore

Assistant Director (Administration)

For Chief Executive Officer

Encl. : Detailed Election Procedure
Election Program-Annexure-I
Nomination Form-Annexure-II

CC To General Manager (Project), Greater Noida (Phase I) Project

सहायक निदेशक (प्रशासन) / ASST. Director (Administration)
केन्द्रीय सरकारी कर्मचारी कल्याण आयोग
Central Govt. Employees Welfare Housing Organisation
छठा तल ए खण्ड, जनपथ भवन/ Sixth Floor, Janpath
जनपथ, नई दिल्ली-110001/Janpath, New Delhi-110001

**Procedure for election of Apartment Owners' Association (AOA – Adhoc Committee) for
CGEWHO's Greater Noida (Phase-I) Housing Scheme : reg.**

As per the CGEWHO Rule-31, 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 Tower & Commercial Complex) depending on Tower constructed in each type.

Type	Maximum No. of Eligible* Voter for each type of flat (in Nos)	Tower-wise Member-Representative to be elected & Votes to be given by an elector (in Nos)
A	92	02
B	427	05
C	706	16
D	228	06
Commercial Complex	33	01
TOTAL	1486	30

*beneficiary to whom ``Possession Letter'' is issued

One member/Tower-representative will be considered from each Tower of DU/flat. An elector can cast his/her vote to elect his/her Tower - representative(s) only.

2. The list of beneficiaries who are eligible to vote will be either web-published and displayed in the notice board of the CGEWHO's Head/Project Office as on 28th July 2023 and the final list of voters by considering representation for rectification of errors, if any, shall be published latest by 3rd Aug. 2023

3. Members of the Adhoc Committee and/or all Office Bearers shall be elected in the General Body meeting to be held by secret ballots, either by Post or in person. The date of elections, which should be on date of General Body Meeting **15th October 2023** 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 co-ordination with CGEWHO.

4. **ELIGIBILITY TO VOTE :** All the beneficiaries who have received the Possession Letter till 31-07-2023 are eligible to vote.

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रौशन किशोर/ROSHAN KISHOR
सहा.निदेशक(प्रशासन)Asst.Director
केंद्रीय सरकारी कर्मचारी कल्याण आयोग
Central Govt. Employees Welfare Housing Organisation
एटा ताल ए खण्ड, जनपथ भवन/ETA Taluk Khanda Bhawan
जनपथ, नई दिल्ली-११०००१/Janpath, New Delhi-110001

5. Every eligible elector/voter present may choose to vote. Beneficiary of respective Tower will only vote to elect his/her type of Tower representative(s) as per Table-A of page-1. If any elector/voter exercise () more votes than the allowed no(s) of Tower representative in the respective Tower then his/her 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 managing committee, shall be received by the Project Office by a certain date and time fixed by the CGEWHO/managing Committee; as the case may be which should be, as per the program at Annex-I. The nominations(s) strictly as per the Annexure-II will be received by CGEWHO's PROJECT OFFICE, Gr. Noida 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 Tower and, therefore, will be eligible to contest only for one seat of his/her type of Tower. For example; 'D-1' Tower Representative can NOT file nomination for 'D-2' Tower-Representative or vice-versa.
7. Voting shall be done by SECRET BALLOT either in person or by post on the date of General Body meeting. 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 the Adhoc Committee of Apartment Owners Association. The General/Project Manager-Gr. Noida, shall maintain a Register and shall record the date and time of receipt of Nomination and Postal Vote (s) as well.
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 as mentioned in Para-4, are eligible to vote in the elections to elect the Members of the Committee, will be informed. While attending GBM for election, they should bring their 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 beneficiaries present and Adhoc committee members, constituted for this purpose. The Adhoc 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:

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जनपथ, नई दिल्ली-११०००१/Janpath, New Delhi-110001



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 committee, if formed, will discharge the functions of the Managing Committee till fresh elections are held.

13. Further, Thirty elected representatives will elect following office bearer(s) amongst themselves. Remaining elected Tower/member-representative will act as a Member-Representative of the managing committee till end of the tenure of the Adhoc Managing Committee:

President : 1	Vice-President : 1	Gen. Secretary : 1	Joint Secy : 1	Treasurer : 1	Jt. Treasurer: 1
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14. Adhoc Committee will aim at formally constituting the Apartment Owners Association (AOA), including framing of its name, bye-laws under the local laws governing such bodies, in association with CGEWHO's Project and Head Office and register the same with the appropriate competent authorities. For completing the formalities and registration of the Apartment Owners' Association (AOA), the managing committee would be required to convene a General Body meeting to elect and constitute a regular Executive Committee in accordance with approved bye-laws. The 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 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 of CGEWHO's HEAD OFFICE, as the case may be.



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TENTATIVE ELECTION PROGRAMME

(i)	Publication of voters list (rectification of errors, if any)	28 th July 2023 (FRIDAY)
(ii)	Publication of FINAL voters list in the Notice Board or in the Website.	3 rd Aug. 2023 (Thursday)
(iii)	Last Date of submission of nominations for the Tower-Representative of Adhoc managing Committee At Project Office : (Nomination form in the Annexure-II enclosed)	21 st August 2023 (MONDAY)
(iv)	Last date of withdrawal of Nomination	30 th August 2023 (WEDNESDAY)
(v)	Scrutinizing of Nominations to be completed by	7 th September 2023 (THURSDAY)
(vi)	Displaying of the final list of the contestants the Notice Board/Website of CGEWHO.	12 th September 2023 (TUESDAY)
(vii)	Non-transferable Ballot paper bearing Name & Regn. No. with official seal of CGEWHO will be issued	22 nd September 2023 (FRIDAY)
(viii)	Last date of receipt of Postal Ballot at the address at Para 7 of letter	3 rd October 2023 (TUESDAY)
(ix)	Date of General Body meeting of beneficiaries for counting votes, announcement of member-Rep. and formation and 1 st meeting Adhoc Managing Committee of association, timing and venue	15 TH October 2023 (SUNDAY)



रौशन किशोर/ROSHAN KISHOR
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NOMINATION FORM**Elections for the Executive Committee of the Greater Noida, Kendriya Vihar-I
Apartment Owner's Association (Adhoc)**

Contesting for the Tower Representative of type "A / B / C / D" and Commercial Complex

:-----

Name of the candidate: Shri/Smt./Miss. -----

Regn No. (as allotted by CGEWHO) :	Physical possession taken on :
Official designation/Office Address :	Residential Address :
_____	_____
_____	_____
_____	_____
_____	_____
Tel : E-mail :	Tel :

	Name	Residential Address	Regn No with CGEWHO	Signature
Proposed by				
Seconded by				

I accept the proposal for nomination for the above Tower representative in the Adhoc Managing Committee of the Apartment Owner's Association.

Date -----

E-Mail :

Signature of the Candidate

VERIFICATION

The above nomination has been examined and found valid / invalid.

Dated -----

Signature of Presiding Officer

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RECEIPT

Received a Nomination form for the Tower Representative of type " A / B / C / D" & Commercial complex in the name of Shri/Smt. / Miss. _____