

# SINGHBHUM CHAMBER OF COMMERCE & INDUSTRY

CIN : U91110JH1961PLC000470

## NOTICE FOR 72<sup>nd</sup> ANNUAL GENERAL MEETING

NOTICE is hereby given that the 72<sup>nd</sup> ANNUAL GENERAL MEETING of the Members of the Singhbhum Chamber of Commerce & Industry (SCCI) will be held on Tuesday, 26<sup>th</sup> of September, 2023 at 9.00 AM at the Chamber Bhawan, Bistupur, Jamshedpur - 831001 to transact the following business.

### AGENDA

- Item No. 1. Welcome and call the meeting to order by President.
- Item No. 2. To confirm the minutes of last Annual General Meeting held on 27.09.2022.
- Item No. 3. To adopt the Annual report of the Chamber for 2022-23.
- Item No. 4. To receive, consider and adopt the audited financial statements of the Chamber for the financial year ended on 31.03.2023.
- Item No. 5. Amendment in Constitution of SCCI for associate membership fees as approved by Executive Committee.
- Item No. 6. To fix the maximum no. of membership of SCCI as approved by Executive Committee.
- Item No. 7. To adopt relevant portion of Table H (AOA) of companies Act. To Fix Number of SCCI members maximum up to 5000 members.
- Item No. 8. To fix Associate Membership Fees (Life Membership) Rs.15,000.00 and Admission Fee Rs. 2,000.00 plus applicable GST.
- Item No. 9. To discuss and adopt various resolutions of different committees.
- Item No. 10. Election and Voting (if required) in accordance with section 108 of the Companies Act 2013 read with rule 10 of the Companies (Administration and Management) Rules 2014 for the post of office bearer/s, Committee Member/s will be held as follows :

|                           |  |
|---------------------------|--|
| Remote e-voting           | <b>From 10.00 AM on Saturday 23<sup>rd</sup> September 2023 to 5.00 PM on Monday, 25<sup>th</sup> September 2023</b> |
| Venue Voting (Physically) | <b>Tuesday 26<sup>th</sup> September 2023 From 11.00 AM to 5.00 PM at Chamber Bhawan, Bistupur, Jamshedpur.</b>      |

- Item No. 11. Any Other matters with the permission of the Chair.

**NB:- Venue E Voting will Start after the Vote of Thanks in AGM.**

### NOTES :

#### 1. PROXY TO ATTEND AGM ONLY :

A member is entitled to appoint a proxy to attend and vote at the AGM instead of himself but the appointed proxy need to be a member of the Chamber. The appointment of proxy will be effective only if the letter of appointment of proxy submitted at the registered office of the chamber at least 48 hours before the AGM.

#### 2. NO PROXY ON VOTING DAY :

**No proxy is allowed to vote on Election Day. (At Venue)**

- 3. A copy of Audited Financial Statements of the Chamber for the financial year ended on 31<sup>st</sup> March, 2023 together with the Board's Report and Auditor's Report thereon are enclosed herewith.
- 4. Member/s are requested to bring their Govt.Identity Card (Aadhar/PAN/Voter ID/Passport/Driving License) and Membership Number for easy identification of their attendance at the meeting and voting.
- 5. Central Depository Services (India) Ltd., - CDSL agency approved by SEBI will send link for remote e-voting on your email id registered with SCCI. OTP verification has been enabled for remote e-voting. In case for any reason, if you do not receive link or OTP on your registered email/mobile for remote e-voting, you are requested to cast your vote at venue e-voting on 26<sup>th</sup> September 2023 at Chamber Bhawan, Bistupur, Jamshedpur, Jharkhand.
- 6. A copy of Minutes of 71<sup>st</sup> AGM dated 27.09.2022 is enclosed herewith.

Place: Jamshedpur

Date: 02/09/2023

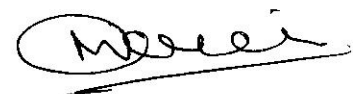
### Registered Office:

Chamber Bhawan

Bistupur, Jamshedpur - 831001

Email: scci1950@gmail.com

**SINGHBHUM CHAMBER OF COMMERCE & INDUSTRY,**



(Manav Kedia)

Hony. General Secretary

## **DETAILS OF RESOLUTION ITEM-WISE :**

### **A) ELECTION OF :**

- i) Trustees (Five) for a period of four years (01.10.2023 to 30.09.2027)

#### **For the period starting from 01.10.2023 to 30.09.2025**

- ii) President
- iii) Vice-President (Industry)
- iv) Vice-President (Trade & Commerce)
- v) Vice-President (Taxation & Finance)
- vi) Vice-President (Public Relations & Welfare)
- vii) Hony. General Secretary
- viii) Hony. Secretary (Industry)
- ix) Hony. Secretary (Trade & Commerce)
- x) Hony. Secretary (Taxation & Finance)
- xi) Hony. Secretary (Public Relations & Welfare)
- xii) Hony. Treasurer
- xiii) 30 (Thirty) Executive Committee Members.

### **B) PROGRAMME FOR ELECTION :**

1. The Nomination Forms will be available at Chamber Bhawan from Saturday, 9<sup>th</sup> September, 2023.
2. **Date for filing of Nomination Papers.**  
Nomination papers filled in and duly proposed & seconded will be received at Chamber Bhawan Office on Tuesday, 12<sup>th</sup> September and Wednesday, 13<sup>th</sup> September, 2023 from 11.00 am to upto 7.00 PM.
3. **Scrutiny of Nomination Papers :**  
Friday, The 15<sup>th</sup> September, 2023.
4. List for valid candidates will be displayed on Notice Board of the Chamber on Friday, The 15<sup>th</sup> September, 2023 at 8.00 pm.
5. **Last date of withdrawal of Nominations :**  
Saturday the 16<sup>th</sup> September 2023 upto 7.00 pm.
6. List of Contesting Candidates will be put on the Notice Board of the Chamber on Saturday, 16<sup>th</sup> September, 2023 at 9 pm.
7. Remote E-Voting will open on Saturday 23<sup>rd</sup> September, 2023 at 10.00 am upto Monday, 25<sup>th</sup> September, 2023 upto 5.00 pm.
8. 72<sup>nd</sup> AGM will be held on Tuesday 26<sup>th</sup> September, 2023 at 9.00 am. Venue E-Voting will begin at the Chamber Bhawan, Bistupur, Jamshedpur from 11.00 am (on completion of the AGM) upto 5.00 pm. (If required election officers can take a call to request the scrutinizer to extend the time)
9. Result will be declared on the same day.

## IMPORTANT PROVISION FOR ELIGIBILITY TO CONTEST

### 1. EXECUTIVE COMMITTEE (Including Trustees and Office Bearers)

- a) **Trustees** : only Past Presidents can file his nomination for the post of Trustee. Present Trustees are not eligible for re-election.
  - b) **President & Hony. General Secretary** : Only those candidates will eligible to contest who had been Office Bearer for at least one term.
  - c) **Vice-President & Hony. Secretary (Industry)** Member should represent any business involving manufacturing activities.
  - d) **Vice-President & Hony. Secretary (Trade & Commerce)** Member should represent business of any Trading/Commerce activities.
  - e) **Vice-President & Hony. Secretary (Taxation & Finance)** Members should carrying profession in Taxation.
2. The representative other than the partner/director/proprietor willing to contest in Chamber Election shall furnish notary affidavit along with the nomination form duly signed by the partner/director/proprietor as the case may be.
  3. No Office-Bearer of the Chamber shall hold the same post for the third term.
  4. A person holding any post as Office Bearer or equivalent in any similar organization in Kolhan Division whose name bears resemblance to the name of this organization (such as Chamber of Commerce or alike) shall not be eligible to contest election in this organization for a period of 2 years from the date he/she ceased to hold such post.
  5. Members who have completed one year of their membership will only be entitled to be elected as Executive Committee Members.
  6. Elected Committee Members, Co-opted Members and Special Invitees Member who have been in the Executive Committee for one term shall only be entitled to be elected as Office Bearer.
  7. It is mandatory for all Executive Committee Members to attend minimum of 50% of scheduled meetings in a term. However in case of unavoidable circumstances when he/she is not able to attend the meeting if he/she has informed the Chamber in writing before the meeting, the attendance will be considered in absentia subject to maximum 4 (four) in a term.  
  
Those who have failed to attend the required numbers of meeting shall be debarred from contesting the election for the post of any office-bearer or executive committee member for this term.
  8. A candidate contesting for the post of Office Bearer shall pay a fees of Rs. 4000/-+ GST 18%= Rs. 4,720/- and for Executive members Rs. 2000/-+ GST 18% = 2,360/- along with the nomination paper as nomination fees. Without payment of nomination fees, the nomination shall be treated as invalid.  
  
Before filing nomination, the candidate should clear his/her dues failing which he/she will not be eligible to contest election for any post.
  9. A member can file nomination only for one post.

10. Members present personally are only entitled to cast vote. Proxy will not be allowed. Members must carry photo ID at the time of casting of vote.
11. Only those member who have cleared their dues before the last date scheduled for filing paper of nomination for election shall be eligible to contest for any post of executive committee and/or for casting of votes in election. The conditions shall also apply for all members for eligibility to cast their votes.
12. Associate Member shall not be entitled to hold any office in the Chamber, nor to stand for election of the committee of the Chamber, nor to nominate/propose anybody for election to the committee.
13. List of valid Voters name shall be displayed on the notice board of the Chamber on or before the last date of filing of nominations forms. Valid list of voters can be obtained from the Chamber after the display of the list of voters on the notice board and after paying requisite fees.
14. **Returning officers for conducting the election are:**  
**CA N.K. Jain, Shri R.K. Jhunjhunwala, Shri P.S. Sen, Adv., CA Ramakant Gupta, Sri S.N. Khandelwal, Adv., Vijay Khemka.**
15. **Scrutinizer for e-voting - CA Jagdish Khandelwal**
16. **Nomination paper shall be filed in sealed cover, mentioning the name of candidate and the post.**

**SINGHBHUM CHAMBER OF COMMERCE & INDUSTRY,**

**Date : 02/09/2023**  
**Jamshedpur**



**Manav Kedia**  
**Hony. General Secretary**