



SREE NARAYANA GURUKULAM CHARITABLE TRUST

(Reg. No.133/ IV / 2001)

PERUMBAVOOR, ERNAKULAM DIST., KERALA - 683 542.

(Promoted by S.N.D.P. Yogam Kunnathunadu Union)

Ph : 0484 - 2594885, e-mail - sngctrust@gmail.com, www.sngctrust.com

No.

Election Notification No: SNGCT/E/02/2024 Dated 23.11.2024

1. Ref: SNGCT/11/2024 dated 10/11/2024
2. Election Notification No. SNGCT/E/01/2024 dated 19/11/2024

The Director Board Meeting held on 10.11.2024 resolved to conduct elections for the constitution of the Director Board and Executive Committee Members of the SNGC Trust for the period 2025-2028 and appointed me as the Returning Officer for conducting the election according to the Byelaw of SNGC Trust, and following the guidelines approved by the Director Board. Accordingly the first phase of election has been conducted as per the reference second cited.

Now, I hereby notify that the first, second and third phase of the election will be conducted as per the election procedure already published with Notification cited as reference 2, and as per the schedule attached.

I. First Stage of Election

As the no. of Institutional Trustees are 5 SNDP Yogam Branches, the election to the class of Institutional Trustees will be conducted at 10.30 AM Friday 29/11/2024 at the Trust Office at Perumbavoor. Separate Notice will be issued to the 5 Institutional Trustees (List of Institutional Trustees attached).

The schedule for the second stage election and the third stage election will be published along with the final voters list, as second notification

II. Second Stage of Election

Election of Directors from the class of Individual Trustees (List attached) will be conducted at 10 AM – 1 PM on Friday 13/12/2024 at Auditorium of SNDP Yogam Kunnathunad Union, Perumbavoor adjacent to the Trust Office at Perumbavoor



1	Publication of final list of Individual Trustees qualified to vote	3 PM on 30/11/2024.
2	Filing of nomination to the Individual Trustees	10.30 AM to 4 PM on 03/12/2024.
3	Scrutiny of nomination papers objections if any can be raised at the time of scrutiny	10.30 AM - 1 PM on 05/12/2024.
4	Hearing on objections	10.30 AM on 06/12/2024.
5	Publication of list of contesting candidates	3 PM on 06/12/2024.
6	Withdrawal of nomination paper	Before 10.30 AM on 09/12/2024.
7	Publication of final list of contesting candidates	3PM on 09/12/2024.
8	Date & Time and place of polling	10 AM to 1 PM on 13/12/2024 at Auditorium of SNDP Yogam Kunnathunad Union, Perumbavoor.
9	Publication of result of the election	3 PM on 13/12/2024.

III. **Third Stage of Election**

Election of Office Bearers (except President) and 6 Executive Committee Members from Board of Directors.

1	Publication of List of Directors qualified to vote for election of Office Bearers and Members in Executive Committee	11 AM on 16 /12/2024.
2	Filing of nomination to the post of Vice President, Secretary, Joint Secretary, Treasurer and Six Executive Committee Members	From 10 AM on 17/12/2024 to 1 PM on 20/12/2024.



3	Scrutiny of nomination papers objections if any can be raised at the time of scrutiny	10AM on 23/12/2024.
4	Hearing on objections	10AM on 28/12/2024.
5	Publication of list of contesting candidates	4 PM on 28/12/2024.
6	Withdrawal of nomination paper	Before 10.30 AM on 02/01/2025.
7	Publication of final list of contesting candidates	5PM on 02/01/2025.
8	Date & Time and place of polling	9 AM to 4 PM on 12/01/2025 at SNG College of Engg, Kadayiruppu.
9	Publication of result of the election	6 PM on 12/01/2025.

The conduct of Election Procedures

1. The objections to the preliminary voters list may be presented at the scheduled time by any voter. The candidate or his proposer or seconder may be present at the time of scrutiny of nomination papers.
2. One Trustee/Director is eligible to contest only for one post.
3. Proxy vote will be allowed as per Byelaw of the Trust and guidelines approved by the Board of Directors. Proxy form approved by the CRO as attached.
4. A Trustee is allowed to cast vote by proxy. A proxy holder can represent only one voter.
5. A Trustee can act as proxy only of another Trustee belonging to the same class or category.
6. A Trustee having more than one Membership in his name can cast vote in proportion to his number of Membership.
7. The Trustees are eligible to contest propose and second and vote only within the class / category to which they belong.
8. Accordingly the no. of candidates eligible to be elected from the classes shall be as follows



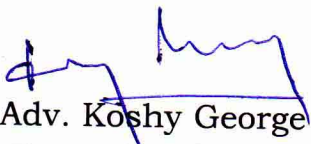
- a. Institutional Trustees can elect one member to the Individual Trustees class.
 - b. 8 Directors can be elected from the class of Individual Trustees.
 - c. Vice President, Secretary, Joint Secretary, Treasurer and Six Executive Committee Members will be elected from the Board of Directors.
9. Pro-forma of nomination paper / proxy available in the Trust website or at the office of the Returning officer at SNGC Trust office at Perumbavoor. Terms and conditions prescribed in the proxy form shall be adhered strictly.
 10. First and Second stage of elections (election of representative to Individual Trustees and elections of Directors from individual Trustees) will be conducted at the office at Perumbavoor and election to the post of Office Bearers and Executive Committee Members will be conducted at Sree Narayana Gurukulam College of Engineering, Kolenchery as per above schedule by secret ballot.
 11. Separate Ballot paper will be issued for the posts of Vice President, Secretary, Joint Secretary, Treasurer and Six Executive Committee Members.
 12. A voter in the class of Institutional Trustee can elect only one representative to the class of Individual Trustees.
 13. A voter in the class of Individual Trustees can elect 8 Directors to the class of Board of Directors.
 14. A voter for the Board of Directors can cast only vote for one candidate to the post of Vice President, Secretary, Joint Secretary, Treasurer and Six candidates to the Executive Committee.
 15. Nomination papers / proxy forms for each class of trustees can be obtained either from Trust website or from Asst. Returning Officer and it should be submitted by the candidate either in person / proposer / seconder / or by courier to the Asst. Returning Officer. The signed proxy forms in **blue ink** only with copy of approved ID card with Photo shall be submitted online to the Email ID of the Assistant Returning Officer, Email: chithrasuniltm@gmail.com to reach latest by 12 noon 06/01/2025. Candidate's photocopy of signature will not be accepted.
 16. A voter is allowed to cast his vote only on production of valid ID card with Photo (Aadhar card / Election ID card).



17. A Director / Trustee can propose, second, for only one candidate for the election to Executive Committee.
18. If the original voter, who has already authorized a proxy, comes for voting on the polling date before the proxy casts the vote, the original voter will be eligible to vote and the proxy given will be cancelled.
19. If the original voter desires to cancel the proxy that was authorized and signed by the voter, the matter should be communicated in writing/E-mail to the RO before the commencement of the polling.

Perumbavoor
23.11.2024




Adv. Koshy George
Returning Officer