



## INNER WHEEL DISTRICT 323

### **Guidelines for filling of Nomination Form for District Executive Committee 2023-2024**

Clubs can send Nomination for the post of the following District Executive Committee 2023-2024

- 1) **Association Council Member-2023-2024**
- 2) **District Chairman/ Deputy association Council Member-2023-2024**
- 3) **District Vice Chairman - 2023-2024**
- 4) **District Secretary -2023-2024**
- 5) **District Treasurer- 2023-2024**
- 6) **District Extension Service Organiser - 2023-2024**
- 7) **District International Service Organiser -2023-2024**
- 8) **District Editor- 2023-2024**

- The Club must pass a resolution in its General Body Meeting in favour of nominating an eligible member of their Club as a candidate for a given post in the District Executive Committee.
- Submit full General Body Meeting minutes in which the resolution was passed along with the Nomination form on the club letter head.
- Pages 62 – 72 of Constitution, Association By-Laws, District Committee Rules and Club Rules 2022 (Green Book) give the qualifications for each of the posts in the District Executive Committee. Nominations of ineligible candidates shall be rejected.
- The Nomination forms will be sent by mail to the club email id and will be available on [www.iwd323.com](http://www.iwd323.com) website under official documents tab from where it should be downloaded and printed for filling and submission.
- Each Club can send in a maximum of two nominations only.
- Nominations Forms must be signed by the President and secretary of the Club. Nominee should give her consent for nomination and affix her signature on the Nomination Form.
- Information about elected posts only should be given, restricted to the columns provided, and not spilling over into other areas of the Nomination Form. Positions held such as, Assembly Chairman, Assembly Secretary, Assembly Treasurer, Conference Chairman, Conference Secretary, Conference Treasurer and Polio Plus Coordinator/Special Project Coordinator should not be mentioned.

- Nomination Forms should be filled in **CAPITAL LETTERS** only. Please do not use short forms for posts – such as ISO for International Service Organizer / ESO for Extension Service Organizer.
  - No corrections (i.e. over-writing, use of whitener etc) on the Nomination Forms will be accepted. Please do not make mistakes in filling up the Nomination Form.
  - Duly filled Nomination form in the format given and the relevant Minutes should be sealed and sent in the **Envelope with club name printed on it and with “Nomination Form Enclosed”** written clearly on the envelope and should be sent to
  - **District Secretary -IWD 323  
DEVI MATHIMARAN  
No.14, 26<sup>th</sup> Street,  
Nanganallur  
Chennai 600061  
Mobile 9445636064**
  - Nominations must reach District Secretary by Registered Post Acknowledgement Due/Speed Post/Courier with proof of Delivery on or before **Monday 12<sup>th</sup> December 2022**.
  - Candidates/Clubs desiring any clarification in filling up Nomination Forms may approach any one of the Past District Chairmen of our District for help.
  - Incomplete and incorrectly filled out Nomination Forms are liable to be rejected.
  - The Scrutiny Committee will examine all nominations received.
  - **THE DECISION OF THE SCRUTINY COMMITTEE SHALL BE FINAL**
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## **Association of Inner Wheel Cubs in India**

### **Association By - Laws, District Committee Rules, Club Rules, 2022 District Committee, Page No. 63 Point no. 9**

The members of the District Executive Committee should be Past Presidents of a club in the district and should have been a member of the Inner Wheel for at least 5 Inner Wheel years at the time of nomination. She must have also attended at least one of the two District Committee meetings in the capacity of Club voting delegate

A member cannot send her nomination to District Executive Committee while serving as the President / Secretary/Voting delegate for any period during the year in which the nomination is sent, irrespective of the other required offices done earlier.

### **In case of transfer from one Club to another, they must have served as President of the club to which she is transferred in that District at the time of nominations.**

\*Candidates filing their Nominations for District Executive Committee 2023-24 posts may kindly refer to the following Rule as per Association Bye-laws amended at the Triennial Conference held at Varanasi in April 2022.

- A candidate should have been a member of Inner Wheel for 5 years at the time of filing her nomination for District post.
- Member from a Club which has not completed 5 years at the time of nomination may file her nomination if she has been a member of another Inner Wheel Club in District 323 prior to joining the said new Club. She is requested to attach proof of prior Membership. It may be in the form of Xerox from District Directory or a letter from current President on Club's official letterhead confirming past Membership.