



# RANIGANJ CHAMBER OF COMMERCE

(Incorporated under the Companies Act, 1956)

"GOBINDRAM SMRITI SADAN"

B. P. Khaitan Road, P.O. Box No. 5, Raniganj - 713347

Associated with: CAIT, FICCI, BNCCI, FOSBECCI

Phone: 0341 - 2445250

Whatsapp: 6295773133

Web: www.raniganjchamber.com

Email: raniganjchamber@rediffmail.com

CIN : U51109WB1960NPL024924

Circular No.3/2025-26

Date 02.02.2026

## All Members

We are pleased to announce that the election of the new Executive Committee of the Raniganj Chamber of Commerce herein after referred to as 'Chamber' for the term 2026-2028 (As per resolution adopted in Executive Committee of the Chamber dt. 02.01.2026). will be held as per schedule hereunder: -

In this context we would also like to draw your kind attention to the following clauses of the Memorandum and Articles of Association of Raniganj Chamber of Commerce pertaining to the Rules & Regulations of Election, which reads as follow: -

### **1. Clause No. J**

- (a) Every member except the associated and honorary members shall have one vote.
- (b) No member whose subscription for the year is not paid by **31<sup>st</sup> January of that year**, shall be entitled to exercise the right of voting for any purpose in the Chamber, so long as such arrear remains unpaid.
- (c) In case of firms, companies and corporation, each member shall be entitled to nominate it's one responsible representative as defined in clause 9(c) to vote in any meeting of the Chamber along with specimen signature of the representative.
- (d) In case of firms, companies and corporation their responsible representative will be only such persons who are partners, proprietor or Manager or occupying any such similar responsible post.
- (e) Any change in the name of responsible representative as defined in clause J(c) shall be communicated to the Secretary General at least 7 days before the date from which the alteration is intended to take place along with specimen signature of the representative.

### **2. Clause No.K**

No member is entitled to contest for the Executive Committee membership for two consecutive years from the year of approval of his membership. However, this clause will not apply for life members.

### **3. Clause No. M (b)**

A list shall be prepared on the basis of the Register of Members which will be called the "Electoral Roll" of the chamber and shall be treated as such for all purposes connected with the election of the members of the committee and office bearers of the chamber. For this purpose, the Electoral Roll shall be deemed to contain the name of only such members of the Chamber whose upto date subscription for current year has been paid before 31<sup>st</sup> January. The Electoral Roll shall be opened to members during office hours.



# RANIGANJ CHAMBER OF COMMERCE

(Incorporated under the Companies Act, 1956)

"GOBINDRAM SMRITI SADAN"

B. P. Khaitan Road, P.O. Box No. 5, Raniganj - 713347

Associated with: CAIT, FICCI, BNCCI, FOSBECCI

Phone: 0341 - 2445250

Whatsapp: 6295773133

Web: www.raniganjchamber.com

Email: raniganjchamber@rediffmail.com

CIN : U51109WB1960NPL024924

## 4. Clause No. O(a)

- (a) Any individual or any person named as responsible representative of a firm, company or corporation as defined in clause J (c) shall be eligible for election as a member of the committee.
- (b) The members of the Committee including the President, Working President, Vice-Presidents, the Treasurer, Honorary General Secretary, Joint Secretary and Organizing Secretary shall retire every 2(Two) years. The members of the committee including the office bearers shall retire every 2(Two) years. The retiring members of the committee shall be eligible for re-election. The outgoing President and Secretary General will be members in the new body as ex-officio with full rights and privileges of election or re-election to any post of any office.
- (c) At least one month before the date of the election not later than last day of February, each year, the Secretary General shall issue a circular letter to all members of the chamber inviting them to communicate to the Chairman of Election Sub-Committee in writing with full particulars specifically required therein so as to reach him at least fourteen days before the date of the election, if they offer to nominate themselves or their responsible representatives as the case may be, as a member of the committee. Such nomination must be proposed and seconded by two members entitled to vote and must bear the consent of the candidate to be nominated.
- (d) Nomination papers so received shall be examined by a scrutinizer nominated for the said purpose by the existing committee and the said scrutinizer shall publish the names of all such person whose nomination papers are found in order and valid.
- (e) If the nominations received in response to the notice of the election exceed 23 members, then the procedure of the election will be to elect the members by secret ballot.
- (f) Within a fortnight of the election, the elected members including ex-officio members of the committee shall hold a meeting to elect a President, Working President, Vice-President, Honorary Secretary General, Organizing Secretary, Joint Secretary, Treasurer and also co-opt six members from amongst the members of the chamber. The co-option may be postponed till another further date by the decision of the committee. By virtue of resolution adopted in extraordinary general meeting of the Chamber election for the Post of Sr. Vice President, 2<sup>nd</sup> Vice President and Sr. Jt. Secretary will also be held.
- (g) The appointment of a Chief Adviser will be done by the committee. If necessary.  
The Executive Committee shall consist of thirty-one (31) members. Twenty-three (23) members of the Executive Committee shall be elected by the members of the chamber through this election process. The President and Secretary General of the outgoing committee shall be the members of newly elected executive committee as ex-officio with full rights and privileges as stated above vide Clause O (b). These twenty-five members in all shall co-opt remaining six members amongst the eligible members of the chamber. These thirty-one members shall elect the office bearers of the Executive Committee as stated above, however the co-option may be postponed till further date by the decision of the committee

Please note that only the names of those members will be included in the "Electoral Roll" whose subscription will be paid till 31<sup>st</sup> January, 2026 Vide Clause M (b) of Rules and Regulation.



# RANIGANJ CHAMBER OF COMMERCE

(Incorporated under the Companies Act, 1956)

"GOBINDRAM SMRITI SADAN"

B. P. Khaitan Road, P.O. Box No. 5, Raniganj - 713347

Associated with: CAIT, FICCI, BNCCI, FOSBECCI

Phone: 0341 - 2445250

Whatsapp: 6295773133

Web: www.raniganjchamber.com

Email: raniganjchamber@rediffmail.com

CIN : U51109WB1960NPL024924

## Time table & Election Schedule

Sl No.	Particular	Date and time
1	Publication of Provisional Voter List on the Notice Board of the Chamber	12.02.2026 at 7.00 pm
2	Last date for submission of claims and objections for any rectification or inclusion in the Electoral Roll	16.02.2026 upto 7 p.m.
3	Publication of Final Voter List on the Notice Board of the Chamber	20.02.2026 at 07.00 pm
4	Issue of Nomination paper from the office of the Chamber	On 2nd, 4th, 5th & 6th March 2026 upto 7 p.m.
5	Last date of filing of Nomination Paper duly filled in a sealed envelope to be dropped in the Drop Box provided in the Chamber office.	07.03.2026 upto 7.00 p.m.
6	After Scrutiny of the Nomination Papers, publication of the provisional list of the eligible candidates on the Notice Board of the Chamber	09.03.2026 at 7.00 pm
7	Last date of withdrawal of candidature. Withdrawal will be accepted only in the prescribed form issued by the office of the Chamber and should be dropped in the withdrawal box provided in Chamber office	11.03.2026 up to 7:00 p.m.
8	Publication of Final List of candidates on Notice Board of the Chamber	12.03.2026, at 7.00 pm
9	If necessary, the election will be held by secret ballot at the office of the Chamber from 10.00 a.m. to 5.00 p.m. (Time may change as per weather condition or as per election committee) <b>N.B.</b> Counting of votes in same day or will be announced after the election and also be notified at Chamber's notice board.	19.03.2026 from 10 a.m. to 5 p.m.
10	Interested members can get copy of Final Voter List from the office of the Chamber on payment of Rs.100/- per set.	From 23.02.2026
11	Office Hours 11 a.m. to 8 p.m. on all Working days.	

In case of any unforeseen circumstances, any revision in above election schedule will be notified on the notice board of the Chamber, However the Election Committee will try to forward the information regarding any change in above schedule through WhatsApp subject to the availability of the mobile number of the member.

Any request for change in election schedule will not be entertained.

All correspondences regarding the election should be made to the election committee at the office address of the Chamber.

Only member, whose name is incorporated in the final voter list published on 20.02.2026 shall be entitled for being a candidate, can propose and can second in this election.



# RANIGANJ CHAMBER OF COMMERCE

(Incorporated under the Companies Act, 1956)

"GOBINDRAM SMRITI SADAN"

B. P. Khaitan Road, P.O. Box No. 5, Raniganj - 713347

Associated with: CAIT, FICCI, BNCCI, FOSBECCI

Phone: 0341 - 2445250

Whatsapp: 6295773133

Web: www.raniganjchamber.com

Email: raniganjchamber@rediffmail.com

CIN : U51109WB1960NPL024924

Only the members enrolled before **15<sup>th</sup> February, 2024** shall be eligible to contest for the Executive Committee membership for the term 2026-28 vide Clause 'K' of rules and regulations, however this clause will not apply for life members.

No representative of a member, other than as mentioned in the Representative Authorization Form or as recorded in register of members as on last notified date for such changes in representation shall be entitled to cast vote on behalf of the concerned member.

**Members shall have to produce photo ID Card i.e. Voter Card, Addhar Card/Pan Card/Driving License at the time of collecting ballot paper to cast his/her vote.**

If necessary, By-Laws and guidelines for smooth and proper conduction of election will be published on 16<sup>th</sup> March, 2026 at the notice board of the Chamber.

As passed in the executive Committee meeting of the Chamber (dated 12<sup>th</sup> June, 2021) any person can represent more than one firm, company, corporation, institution or member. If a member's name is registered for more than one representation he/she shall be eligible to cast the number of votes he/she is registered as representative.

The Election Committee solicits support and co-operation of the members of the Chamber in all respect for holding fair and transparent election smoothly.

ALL FURTHER NOTIFICATION WITH REGARD TO THE ELECTION WILL BE NOTIFIED ON THE NOTICE BOARD OF THE CHAMBER HEREIN AFTER.

**IN CASE OF ANY DISPUTE DECISION OF THE ELECTION COMMITTEE SHALL BE FINAL AND BINDING ON ALL CONCERN.**

(Rajeev Kumar Jain)

Election Commissioner-cum-Returning Officer  
Election Committee-2026-28