

To,  
The Chairman/Hon. Secretary,  
All Centres of Indian Water Works Association.

**Subject: Notification for Nominations for Office Bearers and Co-opted Members on COM for the year 2025-2027 (1.4.2025 to 31.3.2027)**

Dear Sir/Madam,

I am attaching herewith copy of resolution adopted in the Extra ordinary General body meeting of IWWA held on 9<sup>th</sup> November 2024 at Nagpur making amendment in the rules related to election of office bearers and co-opted COM members for your information.

Subsequent to this, COM in its meeting held on 9<sup>th</sup> November 2024 at Nagpur appointed me as Returning Officer for conducting elections to various posts of office bearers and 9 Co-opted members to be elected and has also appointed MR. O.N. Mukherji and Mr. Sunil Vaidya as Assistant Returning officers as communicated by the Hon. General Secretary IWWA vide his email dated 12.11.2024.

In view of above, I O.P. Goyal Returning officer invite nominations for the following positions of Office Bearers and Co-opted COM members as per procedure and Election Schedule given below:

- |                                   |                                      |
|-----------------------------------|--------------------------------------|
| 1. Hon. General Secretary         | One no.                              |
| 2. Hon. Joint Secretary           | Two nos.                             |
| 3. Hon. Secretary Finance         | One no.                              |
| 4. Hon. Editor General            | One no.                              |
| 5. Hon. Director (Administration) | One no.                              |
| 6. Hon. Director (International)  | One no.                              |
| 7. Hon. Director (Technical)      | One no.                              |
| 8. Hon. Director (Utility)        | One no.                              |
| 9. Hon. Director (Youth Forum)    | One no.                              |
| 10. Co-opted Members              | Nine nos. (Including 3 lady members) |

The election Schedule shall be as follows:

- |   |                                  |
|---|----------------------------------|
| 1. Issue of Notification inviting nominations           | 15.11.2024 (Friday)              |
| 2. Last date for submission of nominations              | 02.12.2024 (Monday) up to 5 PM   |
| 3. Circulating list of valid Nominations after scrutiny | 07.12.2024 (Saturday)            |
| 4. Last date for withdrawal of Nominations              | 12.12.2024 (Thursday)            |
| 5. Date of issue of Final list of Nominations           | 16.12.2024 (Monday)              |
| 6. Dispatch of Ballot Papers to all eligible voters     | by 21.12.2024 (Saturday)         |
| 7. Last Date for submission/receipt of Ballot papers    | by 5 PM of 06.01.2025 (Saturday) |
| 8. Date of counting of Ballot Papers received           | 9.1.2025                         |
- (Time and place shall be notified later)

As per amended rule 21A of Memorandum Of Rules of IWWA, all nomination applications will be first submitted to the centre to which the applicant is attached, dully recommended by two Life Fellows/Life members attached to the concerned centre in the format attached. The applicant will attach his brief Bio Data for the information of centre's Management Committee and the voters. Bio Data will not exceed 500 words. The Management Committee of the centre will consider all applications received and will recommend such applications as deemed fit to the Returning Officer by speed post so as to reach him before the time and date specified above. Centre will ensure that no more than one nomination is recommended for each post. In case more than one nomination is recommended for one post by any

centre, all nominations recommended for such post (s) by the centre shall be out rightly rejected. In case of nominations for elected Co-opted COM members, nominations up to Nine nos. can be recommended by each centre but at least Three of them will be Lady members. All recommendations for nominations shall be accompanied with minutes of the Management Committee meeting duly signed by the Secretary/Chairman of the centre. Nominations received without minutes of management committee will be liable for rejection. Nomination papers will be forwarded by the Chairman/Secretary of the centre to the Returning Officer at the address mentioned below through Speed Post so as to reach him before 5 PM 02.012.2024. Nominations received late for whatsoever reason shall not be considered for scrutiny and will be rejected.

**It is requested that contents of this notification be circulated to all members attached to your centre for needful.**

Detailed guide lines about casting postal ballots and their submission to Returning Officer will be sent along with ballot papers.

Thanking you,

**(O.P. Goyal)**  
**Returning Officer, IWWA**  
**C-52 Dev Nagar, Tonk Road**  
**Jaipur 302018**  
**Mobile: 9414057635**  
**Email id: [iwwa.returningofficer25@gmail.com](mailto:iwwa.returningofficer25@gmail.com)**