

April 4th 2018

ELECTION NOTIFICATION

To
All the Members of Council

Sub: Elections to 15 (Fifteen) seats of Committee of Administration for 2018-20 - Nominations invited

Dear Sir/ Madam,

In accordance with the provisions of Articles of Association of the Council, as per the directions of Department of Commerce, Govt. of India issued from time to time, as per the decisions taken in the CoA meeting held on 30th June 2017, subsequent EGM held on 29.8.2017 and AGM held on 23.9.2017, it is hereby notified that elections to 15 (Fifteen) seats will be held as under:

1. Composition of Committee of Administration:

| S.No | Category | Export Values Over Rs.20 crores (Rs.20 Crores) | Export Values Over Rs.100 to Rs. 500 crores (Rs.100Crores) | Export Values Over Rs.500 to Rs. 1000 crores (Rs.500Crores) | Export Values Over Rs.1000 crores (Rs.1000Crores) | No Limit | Total Seats |
|------|-------------------------|--|--|---|---|----------|-------------|
| 1 | SSI | | | | | 4 seats | 4 |
| 2 | Non-SSI | | 2 seats | 1 seat | 1 seat | | 4 |
| 3 | Status Holders | 1 seat | 2 seats | | | | 3 |
| 4 | Merchant Exporters | 1 seat | | | | | 1 |
| 5 | R&D/CROs/ Biotech | | | | | 1 seat | 1 |
| 6 | Herbals/Ayurveda/ Unani | | | | | 1 seat | 1 |
| 7 | Others | | | | | 1 seat | 1 |
| | Total | 2 | 4 | 1 | 1 | 7 | 15 |

*** "Others" category includes manufacturer exporters dealing with special / minor product categories/ Segments (like Excipients, Surgical / Medical devices, Veterinary products etc.)**

Note

- The value of exports (in brackets) shown above is the minimum of 3 years average of export values required for contesting in the elections*
- If no nominations are received for any of the seats, Government of India reserves the right to nominate representatives from that segment of the Industry on the basis of DGCIIS data of export values in the same category*

- c) No member can contest in the elections for one year immediately upon completion of 3 (three) consecutive terms.
- d) For status holder category, the criteria/considerations given to SSI sector and others under Foreign Trade Policy will also apply in considering minimum export value eligibility. Relevant para in Foreign Trade Policy is reproduced below:

“3.22 Grant of double weightage

(a) The exports by IEC holders under the following categories shall be granted double weightage for calculation of export performance for grant of status.

- i. Micro, Small & Medium Enterprises (MSME) as defined in Micro, Small & Medium Enterprise Development (MSMED) Act 2006.
- ii. Manufacturing units having ISO/BIS.
- iii. Units located in North Eastern States including Sikkim and Jammu & Kashmir.
- iv. Units located in Agri Export Zones.

(b) Double Weightage shall be available for grant of One Star Export House Status category only. Such benefit of double weightage shall not be admissible for grant of status recognition of other categories namely Two Star Export House, Three Star Export House, Four Star export House and Five Star Export House. (Note: one Star Export House Status is granted to export performance : \$ 3 - 25 mn (Para 3.21 of FTP.)

2. Schedule of Elections:

Election to the Committee of Administration will be held as per the following Schedule:

| | | |
|--|----|--|
| Last date for receipt of Nominations | :: | Thursday, 12 th April 2018 |
| Scrutiny & Announcement of eligible contestants | :: | Friday, 13 th April 2018 |
| Last date for withdrawal of Nominations | :: | Thursday, 19 th April 2018 |
| Forwarding the Ballots through e-mails to Ordinary members (eligible voters) | :: | Friday, 20 th April 2018 |
| Voting through electronic voting system | :: | Monday & Tuesday, 23 rd & 24 th April 2018 |
| Counting of votes and declaration of results | :: | Tuesday, 24 th April 2018 |

3. Procedure for submitting Nominations:

Eligible members who are interested to contest the election may send their Nomination Form as per enclosed Format. The Nomination form must be sent in sealed cover duly subscribing on the top of the cover “**NOMINATION FOR ELECTION TO THE COMMITTEE OF ADMINISTRATION**” to the Council’s Head Office located at 101, Aditya Trade Centre, Ameerpet, Hyderabad – 500 038, by Hand delivery or by Registered Post / courier so as to reach the Council’s Head Office **on or before 12th April 2018 by 1730 hours**. Nomination received after the due date and time shall not be considered. Those nominations which are not in accordance with the prescribed format shall be treated as invalid.

4. Withdrawal of nominations:

Withdrawal in the prescribed form must be received at the Head Office of PHARMEXCIL at Hyderabad **on or before 19th April 2018 by 1730 hours.**

5. Additional Information:

Please see foot note for additional information.

For clarifications, if any, contact elections Coordinator: Mrs. Roja Rani, Regional Director: 040-23735462/66; Email: rd.rr@pharmexcil.com

With regards

Udaya Bhaskar
Director General

Enclosures: ***Annexure I – Nomination form.***
Annexure II – CA certificate
Annexure III – Nomination of representative at counting of votes.
Annexure IV – Withdrawal form.

Foot Note:

1. *As per the directive of Government of India and provisions of Articles of Association of the Council:*
 - a. *Contesting member company should have Export Turnovers as stated above under para 1 (Composition of Committee of Administration)*
 - b. *Contesting Member Company should have been enrolled as 'Ordinary Members eligible to vote/contest'. [Please click here for list of category-wise eligible members eligible to vote/contest](#)*
2. *Additional Director General Foreign Trade, Hyderabad has been appointed as Returning Officer for the Elections, whose decision is final in respect of scrutiny of nominations, withdrawals, counting, results etc.*
3. *Elections will be conducted by an independent agency viz., Central Depository Services (India) Limited (CDSL) through Electronic Voting System. Link for exercising voting will be sent to the eligible voters, category-wise, by CDSL.*

4. *CDSL will send the Links for electronic voting on **Friday 20th April 2018** to the registered email and mobile. Voters are requested to check for the same and keep the link safe for exercising voting on 23rd and 24th April 2018. **Requests for resending the same will not be entertained neither by CDSL nor by Pharmexcil.***
5. *Eligible voters will exercise their votes to elect members contesting in their respective category/segment only (Ex: Eligible voters in SSI category will vote to elect members contesting in SSI category only, voters listed under Merchant exporters category will vote to elect members contesting in Merchant Exporters category only)*
6. *As per guidelines issued by Department of Commerce, Vice Chairman of Council has to be elected after Committee of Administration is constituted with duly elected members. Vice Chairman has to be elected by all members, irrespective of categories/segments. Notification for conducting elections to the post of Vice Chairman will be issued separately, after the constitution of new Committee of Administration (CoA)*