



## Industrial Waste Management Association

#409, 3rd Floor, Ten Square Mall, No.64, Jawaharlal Nehru Road (100 Feet Road),  
Koyambedu, Chennai - 600107.

### **Procedure for Election of Executive Committee Members of IWMA at 22<sup>nd</sup> AGM proposed to be conducted on 21<sup>st</sup> September 2024**

- Election will be held for the following Executive Committee Members:

Executive Committee Member - Lady Member	1 No.
Executive Committee Member - Large Category	1 No.
Executive Committee Member - Small Category	1 No.
Executive Committee Member - Medium Category	1 No.

- Candidate nominating himself or herself for Executive Committee Member should fulfil the following conditions:
  - Member industry should have become a member of IWMA in the previous financial year itself, namely FY 2023-24.
  - At the time of nomination, the member industry which is nominating the candidate should not have any pending dues (i.e., no pending subscription fees or training fees or seminar fees) with IWMA.
  - One can contest only under the industry category in which the current annual membership fees is paid.
  - The industry category under which the annual membership fees is paid for the current financial year should either match or exceed in comparison with turnover certificate issued by the auditor for the previous year.

Some examples:

- (a) For the current financial year, renewal fee is paid under 'Medium' category. The turnover for last financial year is, say, ₹15 crore. Since last financial year's turnover is above ₹10 crore and below ₹25 crore, it falls under 'Medium' category and hence it is valid.
- (b) For the current financial year, renewal fee is paid under 'Large' category. But turnover for last financial year is, say ₹15 crore. Though ₹15 crore turnover falls under 'Medium' category, since member industry has paid higher fees under 'Large' category, it is also valid.
- (c) For the current financial year, renewal fee is paid under 'Small' category. But turnover for last financial year is, say ₹15 crore. Since ₹15 crore turnover falls under 'Medium' category and member industry has paid lower fees under 'Small' category, it is not valid.



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- Member industry should have valid hazardous waste authorization from TNPCB. In case, hazardous waste authorization from TNPCB has expired, the expiry date should not be more than one year before the date of AGM.
- Member industry can nominate only one candidate and that too for only one post, else it would result in disqualification of nomination.
- Candidate nominating himself or herself for the post of Executive Committee should submit the following documents:
  - 1) Candidate's Nomination Form.
  - 2) Undertaking from the member industry in the company letter pad with company seal.
  - 3) Photocopy of the "No Due Certificate" for the current financial year, which can be obtained by logging into IWMA Member Self Service Portal at <http://members.iwma.in/>. For any assistance in using IWMA Member Self Service Portal, kindly contact IWMA Secretariat at [contactus@iwma.in](mailto:contactus@iwma.in).
  - 4) Photocopy of the member industry hazardous waste authorization issued by TNPCB clearly showing the expiry date.
  - 5) Certificate from Chartered Account with UDIN indicating the previous financial year turnover. [Applicable for Medium, Small and Tiny Categories. Not applicable for the Large Category.]
  - 6) Candidate Biodata
  - 7) Two colour photos of the candidate.
  - 8) Photocopy of any valid government photo ID.
  - Above documents must be sent to the following address:

To,  
IWMA Election Committee,  
No: 409, Third Floor, Ten Square Mall,  
No: 64, Jawaharlal Nehru Road,  
100 Feet Road, Koyambedu,  
Chennai 600 107.  
Phone: 044 – 45522655 /7338840690
- Procedure for election of Office Bearer / Executive Committee members are as follows:
  - The last date for receipt of candidate nomination form along with all relevant documents at IWMA registered office is 5:00 pm of 19<sup>th</sup> August 2024 (Monday).
  - The IWMA Election Committee will scrutiny all nominations.
  - On scrutiny of the nomination form, the candidate's selection will be intimated



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- to the email provided by the candidate latest by 26<sup>th</sup> August 2024 (Monday).
- In case the candidate wishes to withdraw the nomination, the candidate can intimate through email to [contactus@iwma.in](mailto:contactus@iwma.in). The last date for withdrawal is 31<sup>st</sup> August 2024 (Saturday).
  - Only members who do not have pending dues (i.e., no pending subscription fees or training fees or seminar fees) with IWMA as of 31<sup>st</sup> August 2024 are eligible to exercise their franchise during election. It will be considered as no pending dues only when the outstanding amount is credited to IWMA bank account (either through IMPS / NEFT / RTGS / SBI Collect/ Cheque collection) on the above said date. Merely issuing a cheque will not be considered as settling of dues. The cheque amount must be collected into the IWMA bank account.
  - In case of more than one nomination for a single post, election to the Executive Committee of IWMA will be held by secure secret online voting platform, details of which will be shared later.
  - E-voting rights will be enabled for a single email ID for each valid membership ID. The "Legal Contact Email ID" for a member industry can be updated by submitting relevant form to IWMA through [membership@iwma.in](mailto:membership@iwma.in). The form is available IWMA Member Self Service portal <http://members.iwma.in/>. All email requests sent till 31<sup>st</sup> August 2024 (Saturday) will be considered for preparing the e- voting list for IWMA AGM 2024.
  - For all other matters, the decision of the Election Committee of IWMA stands final.

Date: 31<sup>st</sup> July 2024

Place: Chennai

N.Palanisamy  
Secretary

**ELECTION NOMINATION**  
**FORM**

Dated:

To,  
IWMA Election Committee,  
No: 409, Third Floor, Ten Square Mall,  
No: 64, Jawaharlal Nehru Road,  
100 Feet Road, Koyambedu,  
Chennai -600 107.

Dear Sir,

I wish to contest for the following post in Industrial Waste Management Association (IWMA) Executive Committee. I understand the terms and conditions listed by the IWMA Election Committee and will abide by it.

Company's IWMA Membership No:	
Category of the Company:	<input type="checkbox"/> Large <input type="checkbox"/> Medium <input type="checkbox"/> Small <input type="checkbox"/> Micro <i>[Select anyone]</i>
Full Name of the Candidate:	
Designation:	
Post Contested For:	<input type="checkbox"/> EC-Lady <input type="checkbox"/> EC-Large <input type="checkbox"/> EC- Medium <input type="checkbox"/> EC-Small <i>[Select anyone]</i>

Along with Nomination Form, I am enclosing the following documents:

1. Undertaking from the member industry in the company letter pad.
2. Photocopy of the "No Due Certificate" for the current financial year.
3. Photocopy of the member industry hazardous waste authorization issued by TNPCB showing the expiry date.
4. Certificate from Chartered Account indicating the previous financial year's turnover. [Applicable for Medium, Small and Tiny categories. Not applicable for Large Category.]
5. Candidate Biodata.
6. Two colour photos.
7. Photocopy of any valid government photo ID.

I agree to abide by the byelaws of IWMA and to serve IWMA in the capacity of the above nominated post. I undertake to intimate IWMA if I resign from the present employer and agree to submit my resignation from the Executive Committee.

Kind Regards,

(Signature)

## **UNDERTAKING BY MEMBER INDUSTRY**

(To be given in company letter head)

Dated:

To,  
IWMA Election Committee,  
No: 409, Third Floor, Ten Square Mall,  
No: 64, Jawaharlal Nehru Road, 100 Feet Road, Koyambedu,  
Chennai - 600107.

Dear Sir,

Herewith we like to nominate the following candidate working in our company for the below mentioned post in Industrial Waste Management Association (IWMA) Executive Committee. We understand and abide by the terms and conditions listed by the IWMA Election Committee.

IWMA Membership No:	
Candidate Full Name:	
Candidate Designation:	
Candidate employed since:	dd / mm / yyyy
Nomination for post of:	

On behalf of our company, we assure you that he / she will be permitted to discharge his / her duties for IWMA, as and when required.

Regards,

(Signature of Authorized Signatory with company seal)

Authorized Signatory Name:

Authorized Signatory Designation:

Authorized Signatory Email ID:

## BIODATA FORM

<b>Industry Details:</b>		<b><u>Paste your photo here</u></b>
Membership ID:		
Industry Name:		
Sector:		
Category:	Large / Medium / Small / Micro	

<b>Personal Details:</b>	
Name:	
Gender:	
Date of Birth:	
Designation:	
Employed Since (dd/mm/yyyy):	
Total experience:	

<b>Educational Qualifications:</b>
<b>Past work experience:</b>
<b>Awards/Honors/Achievements:</b>
<b>Professional Membership details:</b>
<b>Residential Address and Personal Email ID:</b>

### DECLARATION

I hereby declare that the above information is correct to the best of my knowledge & belief.

Date:

Signature

## **Annual Turnover Certificate**

(To be printed in Chartered Accountant letter head)

Date:

I hereby certify that the annual turnover in the financial year 2023-2024 for M/s. **{Company Name}**, a proprietary concern / partnership firm / LLP / private limited company / limited company having its registered office at **{registered office address}**, is Rupees **{value}** only.

(Signature of Chartered Account with seal)

UDIN: