



BYELAWS FOR ELECTION/ ELECTION BYELAWS OF THE FENCING ASSOCIATION OF INDIA

1. SHORT TITLE AND DEFINITIONS

- 1.1 These Byelaws are called the 'Election Byelaws' in short and shall govern the conduct of election of the Executive Committee of the Fencing Association of India.
- 1.2 In these Byelaws, unless the context otherwise requires,
 - 1.2.1 'Executive Committee' shall mean the elected Executive Committee of the Fencing Association of India.
 - 1.2.2 'FAI' / 'Society' shall mean the Fencing Association of India
 - 1.2.3 'Form' shall mean the form appended to this Byelaws;
 - 1.2.4 'Office-bearer' shall mean the elected posts of President, Secretary-General, and Treasurer.
 - 1.2.5 'Post' includes the office of President, Secretary-General, Treasurer, Vice-President, Joint-Secretary, and members of the Executive Committee of the Fencing Association of India.
 - 1.2.6 'Rules' shall mean the Rules and Regulations of the Fencing Association of India.
- 1.3 In case of any clarifications required or discrepancy is observed in the Byelaws, then the Returning Officer shall by way of a speaking order, resolve the issue and the decision of the Returning Officer shall be final and binding on all who decide to contest in the elections and vote in the elections.

2. SCOPE OF THE POLICY

- 2.1 As per sub-clauses 4.1, 4.2, and 4.3 of the Rules, the Executive Committee of the Fencing Association of India consists of three (3) office-bearers and eighteen (18) other persons elected in the Annual General Council Meeting/ Special General Council Meeting of FAI; out of these four (4) or at least 20% shall be women, i.e., a minimum of one woman Vice-

President, a minimum of one woman Joint-Secretary, and a minimum of three women members of the Executive Committee. The Returning Officer will declare the results keeping in mind the stipulated gender balance of the Executive Committee.

2.2 Election will be held for the following posts –

- 2.1.1 President – One (1)
- 2.1.2 Vice-Presidents – Four (4)
- 2.1.3 Secretary-General – One (1)
- 2.1.4 Joint Secretaries – Four (4)
- 2.1.5 Treasurer – One (1)
- 2.1.6 Members (of the Executive Committee) – Ten (10)

3. MANNER OF ELECTION

- 3.1 Executive Committee including the office-bearers shall be elected by secret ballot.
- 3.2 Election shall be held in the Annual General Council Meeting/ Special General Council Meeting in accordance with the procedure prescribed hereinafter, from amongst the representatives of the Permanent Members (States and Union Territory Associations).

4. ELECTORAL COLLEGE

- 4.1 Each Permanent Member duly affiliated by FAI (from amongst the State / Union Territory Associations) shall have the rights of representation for two people or two votes in the elections.
- 4.2 The eligible Permanent Members will send to the FAI the names of representatives 20/ 19 days prior to the election. The representatives must be part of the elected Executive or Governing or Managing Committee or Council of the Permanent Member and their representation must be duly signed by both the President and Secretary of the Association.
- 4.3 For unavoidable reasons, a State / Union Territory Association, may change a representative not later than three days before the Annual General Council Meeting/ Special General Council Meeting of FAI and such change will be duly notified by the Returning Officer.
- 4.4 If the election of the Chairperson of the Athletes Committee is over, then the representative thus elected will be included in the Electoral College. He/ she shall be entitled to vote but not contest the election of FAI.
- 4.5 The Secretary-General shall prepare and circulate a copy of the Electoral College to the State/ Union Territory Associations and publish it on the FAI website in Form 1, 18 days prior to the election.

- 4.6 The Secretary-General shall furnish a duly authenticated list of Electoral College to the Returning Officer, as soon as the Returning Officer is appointed.
- 4.7 Any Permanent Member which has not conducted their election (if due) will not be eligible to vote or contest in the election of FAI.

5. RETURNING OFFICER

As soon as may be before/ after the issue of the Notice for the Annual General Council Meeting/ Special General Council Meeting, the President and Secretary-General shall nominate a person as Returning Officer for the conduct of election of the Executive Committee of the FAI, in accordance with the provisions of these Byelaws.

6. NOMINATION OF CANDIDATES

- 6.1 The nomination of a candidate for election shall be made in Form 2 and those candidates can contest as clarified in sub-clause 4.1, 4.2, 4.3, 4.5, and 4.6, of this Byelaws and whose names are there in the Electoral College as the authorized representatives of the State and Union Territory Associations of FAI.
- 6.2 The nomination of a candidate for election shall be proposed by one (1) of the representatives of Member State/ Union Territory Association whose name is included in the Electoral College in Form 1, and also subscribed by one (1) such representative as seconder.
- 6.3 Each candidate shall be entitled to be nominated by not more than 2 (two) nomination papers.
- 6.4 Each Nomination Paper shall be delivered personally to the Returning Officer by the candidate himself/herself.
- 6.5 No person shall be permitted to withdraw his/her name as proposer/seconder, once the Nomination Paper subscribed by him/her has been delivered to the Returning Officer.
- 6.6 No person shall be eligible to nominate more than one candidate for the same post, either as proposer or seconder; and, if he/she so does, his/her signature on the Nomination Paper delivered second in point of time to the Returning Officer shall be deemed to be inoperative.
- 6.7 As soon as may be after the last date for nomination, the Returning Officer shall prepare a list of all the nominations received by him/her post-wise, in Form 3; and publish the same on the FAI website, 14 days prior to the election.

7. SCRUTINY OF NOMINATIONS

- 7.1 The Returning Officer shall scrutinise each Nomination Paper, one by one, received by him/ her, and determine its validity or otherwise.
- 7.2 In the case of any nomination filed by a Government Servant, the Returning Officer will only accept the nomination if the nomination includes a NOC from the Department of the candidate and an assurance that the candidate is in compliance with all Central Government

Orders (issued from time to time) while contesting the elections. If the NOC is not submitted along with the Nomination Paper, Form 2, then the Nomination Paper will stand rejected.

- 7.3 At the scrutiny of nominations, each candidate or one of his/her authorised representatives shall have the right to be present and raise any objection in relation to the nomination of a candidate for the post for which he/she has filed his/her nomination.
- 7.4 As soon as may be after the scrutiny of all Nomination Papers, the Returning Officer shall prepare a list of validly nominated candidates in Form 4 and publish the same on the FAI website, 10 days prior to the election. And the contesting candidates can take a copy from the Returning Officer.

8. WITHDRAWAL OF CANDIDATURES

- 8.1 Each candidate whose nomination has been found valid on scrutiny shall be entitled to withdraw his/her candidature in two days' time.
- 8.2 Notice of withdrawal of candidature shall be submitted in Form 5, either by the candidate himself/herself or by a person duly authorised by him/her in writing.
- 8.3 Notice of withdrawal of candidature shall be final and shall not be allowed to be cancelled.
- 8.4 The Returning Officer shall accept the notice of withdrawal if he/she is satisfied with the genuineness of the submission.
- 8.5 As soon as may be after the withdrawal, the Returning Officer shall prepare the final list of contesting candidates in Form 6, and publish the same on the FAI website, 6 days prior to the election. And also furnish a copy of the same to each of the candidates/their authorised representatives, if they so demand.
- 8.6 The names of the contesting candidates in Form 6 shall be arranged, for each post, in alphabetical order according to the English alphabets.

9. UNCONTESTED RETURNS; AND CONTESTED ELECTIONS

- 9.1 Where the number of contesting candidates for any post or category of post, in Form 6 is equal to the number of posts to be filled, all such contesting candidates shall be deemed to be duly elected unopposed to those posts, and it shall not be necessary to take a poll for election to such post.
- 9.2 Where the number of contesting candidates for any post or category of post, in Form 6 is more than the number of posts to be filled, a poll shall be taken by secret ballot for those posts remaining unfilled as under Clause 10.
- 9.3 The Ballot Papers for these posts remaining unfilled shall be in Form 7 to Form 13 to be made individually for each post.
- 9.4 The names of contesting candidates on the Ballot Papers shall appear in the same order as in Form 6.

10. POLL

- 10.1 The Poll for the posts remaining unfilled under clause 9 of this Byelaws shall commence at the Annual General Council Meeting/ Special General Council Meeting, during the agenda item "Elections".
- 10.2 Each contesting candidate can nominate one person, (if he/ she so desires), from the Electoral College, to be present at the Polling Station.
- 10.3 At the Poll, each authorised representative of Member States/Union Territories, whose name is included in the Electoral College in Form 1, shall be entitled to –
 - (a) cast one vote for each of the posts remaining unfilled, where only one such seat is to be filled;
 - (b) cast as many votes as are the number of seats to be filled for any post, where more than one seat is to be filled.

Explanation: It is hereby clarified that for the purpose of filling four seats of Vice-Presidents, each voter can cast up to four votes, and, likewise, for four seats of Joint Secretaries, and ten seats of Members of the Executive Committee, he/she can cast four and ten votes respectively for the above-mentioned four seats of Joint Secretaries and ten seats of Members of Executive Committee.

- 10.4 In case any voter casts his/her vote for more than one candidate, or for more than four or ten candidates, as the case may be, his/her vote for that post shall be invalid.
- 10.5 Each voter shall be required, before he is supplied with a Ballot Paper, to give his/her signature on the authenticated copy of the Electoral College in Form 1 used by the Returning Officer for taking the Poll.

No proxy voting will be permitted and only those individuals included in the Electoral College Form 1 will be permitted to vote in the elections and each individual will be required to carry a photo ID card as proof of their identity with any one of the following Aadhar Card or Driver's License or Passport or PAN Card or Voters Card.

- 10.6 The voter shall record his/her vote on the Ballot Paper in secrecy in a voting compartment specially provided for the purpose at the Polling Station.
- 10.7 The voter shall record his/her vote on the Ballot Paper by placing a tick mark (v) against the name of the candidate of his/her choice, and any other mark, like (x) etc. or word, placed on the Ballot Paper by him/her shall render the Ballot Paper liable to rejection.
- 10.8 The tick mark (v) to indicate the vote shall be placed by the voter only by means of an article specifically provided for the purpose by the Returning Officer, and a Ballot Paper marked otherwise by means of any pen, ballpoint pen, etc. by the voter shall render the Ballot Paper liable to rejection.
- 10.9 The Ballot Paper marked by a voter shall be deposited by him/her in a Ballot Box specially prepared and sealed by the Returning Officer and placed at such a conspicuous place in the Polling Station that it shall be constantly visible to all present in the Polling Station.

10.10 The Returning Officer shall close the Poll at the appointed hour; however, all those voters who are present at the Polling Station at the appointed closing hour shall be entitled to vote even if the Poll proceedings have to be continued for some more time.

10.11 After all the voters have voted, the Returning Officer shall close the Ballot Box and shall not permit thereafter any person to vote.

11. COUNTING OF VOTES

11.1 The Returning Officer shall take up the counting of votes as soon as may be after the polling is complete.

11.2 Each contesting candidate can nominate one person, (if he/ she so desires), from the Electoral College to be present at the place of counting of votes.

11.3 The Returning Officer shall take up the counting of votes, post-wise and category-wise, where applicable.

11.4 Each Ballot Paper on which a vote has been recorded in accordance with sub-clauses (3) to (8) of clause (10) of this Byelaws shall be treated as one vote for the candidate for whom it has been validly marked, and if any ballot paper has been marked in violation of any of the aforesaid provisions of sub-clauses (3) to (8) of clause (10) of this Byelaws shall be rejected by the Returning Officer.

11.5 The votes validly cast for each of the contesting candidates shall be counted post-wise, and category-wise where applicable, and recorded in the descending order of the votes so cast for each candidate in Form 14.

11.6 The Returning Officer shall thereafter ascertain the result of counting and, subject to the provisions of Rules 4.1, 4.2, 4.3, 4.5, and 4.6 of the Rules, the candidates who have secured the maximum number of votes in the said descending order, post-wise and category wise, where applicable, equal to the number of seats to be filled for each post or category of posts, where applicable, shall be deemed to have been duly elected to those posts.

12. DECLARATION OF RESULTS

The names of contesting candidates who shall be deemed to have been elected at the election in accordance with sub-clause (6) of clause (11) of this Byelaws shall be declared as having been duly elected to their respective posts, by the Returning Officer at the Annual General Council Meeting/ Special General Council Meeting in Form 15.

13. ELECTION SCHEDULE

21 days before election	Notice for the Election Meeting
18 – 20 days before election	Send names of representatives
18 days before election	Publish Form 1
15 – 17 days before election	Send nominations
14 days before election	Publish Form 2
11 – 12 days before election	Scrutiny of nominations/ Filing of Objections
10 days before election	Publish Form 4
7 – 8 days before election	Withdrawal of nominations
6 days before election	Publish Form 6
Election Day Polling and Declaration of Results	

ELECTION OF THE EXECUTIVE COMMITTEE (YEAR)

[illegible]

Secretary-General

FENCING ASSOCIATION OF INDIA

ELECTION OF THE EXECUTIVE COMMITTEE (YEARS)

FORM 2 NOMINATION FORM

FOR ELECTION AS _____ (Name of the Post)

To
The Returning Officer for above-election
Fencing Association of India

We nominate Mr./ Mrs./Ms. _____,

_____ (name & address), whose

name is entered at Sl. No. _____ in the Electoral College for the above-mentioned post.

Our particulars are given below –

	Name of the Candidate	Name of the Permanent Member (State/ Union Territory Association)	Sl. No. in the Electoral College	Signature
Proposer				
Secunder				

I, the candidate above-named, do hereby give my assent to my nomination for the above-post

Name of the Candidate _____

Name of the State/ Union Territory Association _____

Sl. Number in the Electoral College _____

Signature _____

Place
Date

FENCING ASSOCIATION OF INDIA

ELECTION OF THE EXECUTIVE COMMITTEE (YEARS)

FORM 3

LIST OF NOMINATED NAMES

[illegible]

Place
Date

Returning Officer

ELECTION OF THE EXECUTIVE COMMITTEE (YEARS)

LIST OF VALIDLY NOMINATED CANDIDATES

Place
Date

11

FENCING ASSOCIATION OF INDIA

ELECTION OF THE EXECUTIVE COMMITTEE (YEARS)

FORM 5 WITHDRAWAL FORM

NOTICE OF WITHDRAWAL OF CANDIDATURE FOR ELECTION AS _____

_____ (Name of the Post)

To
The Returning Officer for above-election
Fencing Association of India

I, the validly nominated candidate, do hereby give my notice of withdrawal of candidature for the above-post.

I authorise Mr./ Mrs./Ms. _____ to submit
the same to the Returning Officer.

Name of the Candidate _____

Name of the State/ Union Territory Association _____

Sl. Number in the Electoral College _____

Signature _____

Place
Date

ELECTION OF THE EXECUTIVE COMMITTEE (YEARS)

LIST OF CONTESTING CANDIDATES

[illegible]

Returning Officer

FENCING ASSOCIATION OF INDIA

ELECTION OF THE EXECUTIVE COMMITTEE (YEARS)

FORM 7 BALLOT PAPER

NAME OF THE POST	NAME OF THE CANDIDATE		MARK VOTE HERE BY PLACING TICK (√) MARK
PRESIDENT (One)	1		
	2		
	3		
	4		
	5		

N.B.

1. Place tick mark (√) against the name of only one candidate for the post of President.
2. DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.
3. Place tick mark (√) on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ball point pen, etc. shall render your ballot paper liable to rejection.

FENCING ASSOCIATION OF INDIA

ELECTION OF THE EXECUTIVE COMMITTEE (YEARS)

FORM 8 BALLOT PAPER

NAME OF THE POST	NAME OF THE CANDIDATE		MARK VOTE HERE BY PLACING TICK (√) MARK
SECRETARY – GENERAL (One)	1		
	2		
	3		
	4		
	5		

N.B.

1. Place tick mark (√) against the name of only one candidate for the post of Secretary-General.
2. DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.
3. Place tick mark (√) on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ball point pen, etc. shall render your ballot paper liable to rejection.

FENCING ASSOCIATION OF INDIA

ELECTION OF THE EXECUTIVE COMMITTEE (YEARS)

FORM 9 BALLOT PAPER

NAME OF THE POST	NAME OF THE CANDIDATE		MARK VOTE HERE BY PLACING TICK (√) MARK
TREASURER (One)	1		
	2		
	3		
	4		
	5		

N.B.

1. Place tick mark (√) against the name of only one candidate for the post of Treasurer.
2. DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.
3. Place tick mark (√) on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ball point pen, etc. shall render your ballot paper liable to rejection.

FENCING ASSOCIATION OF INDIA

ELECTION OF THE EXECUTIVE COMMITTEE (YEARS)

FORM 10 BALLOT PAPER

NAME OF THE POST	NAME OF THE CANDIDATE	MARK VOTE HERE BY PLACING TICK (√) MARK
SENIOR VICE-PRESIDENT	NOT APPLICABLE TO FENCING ASSOCIATION OF INDIA	

FENCING ASSOCIATION OF INDIA

ELECTION OF THE EXECUTIVE COMMITTEE (YEARS)

FORM 11 BALLOT PAPER

NAME OF THE POST	NAME OF THE CANDIDATE		MARK VOTE HERE BY PLACING TICK (√) MARK
VICE-PRESIDENTS (Four)	1		
	2		
	3		
	4		
	5		
	6		
	7		
	8		
	9		
	10		

N.B.

1. Place tick mark (√) against the name of only four candidates for the post of Vice-President.
2. DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.
3. Place tick mark (√) on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ball point pen, etc. shall render your ballot paper liable to rejection.

FENCING ASSOCIATION OF INDIA

ELECTION OF THE EXECUTIVE COMMITTEE (YEARS)

FORM 12 BALLOT PAPER

NAME OF THE POST	NAME OF THE CANDIDATE		MARK VOTE HERE BY PLACING TICK (√) MARK
JOINT-SECRETARIES (Four)	1		
	2		
	3		
	4		
	5		
	6		
	7		
	8		
	9		
	10		

N.B.

1. Place tick mark (√) against the name of only four candidates for the post of Joint-Secretaries.
2. DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.
3. Place tick mark (√) on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ball point pen, etc. shall render your ballot paper liable to rejection.

FENCING ASSOCIATION OF INDIA

ELECTION OF THE EXECUTIVE COMMITTEE (YEARS)

FORM 13 BALLOT PAPER

NAME OF THE POST	NAME OF THE CANDIDATE		MARK VOTE HERE BY PLACING TICK (v) MARK
MEMBERS – EXECUTIVE COMMITTEE (Ten)	1		
	2		
	3		
	4		
	5		
	6		
	7		
	8		
	9		
	10		
	11		
	12		

N.B.

1. Place tick mark (v) against the name of only ten candidates for the post of Members of the Executive Committee.
2. DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.
3. Place tick mark (v) on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ball point pen, etc. shall render your ballot paper liable to rejection.

FENCING ASSOCIATION OF INDIA

ELECTION OF THE EXECUTIVE COMMITTEE (YEARS)

FORM 14

RESULT OF COUNTING OF VOTES

Name of the Post	Total Votes Polled	Total Rejected Votes	Name of the Candidate(s)		Votes Polled
President (1)			1		
			2		
			3		
				TOTAL	
Vice-President (4)			1		
			2		
			3		
			4		
			5		
				TOTAL	
Secretary- General (1)			1		
			2		
			3		
				TOTAL	
Joint-Secretaries (4)			1		
			2		
			3		
			4		
			5		
				TOTAL	
Treasurer (1)			1		
			2		
			3		
				TOTAL	
Members (10)			1		
			2		
			3		
			4		
			5		
			6		
			7		
			8		
			9		
			10		
			11		
			12		
			13		
			14		
			15		
				TOTAL	

Place

Date

Returning Officer

MYAS Observer

IOA Observer

FENCING ASSOCIATION OF INDIA

ELECTION OF THE EXECUTIVE COMMITTEE (YEARS)

FORM 15 DECLARATION OF RESULTS

I, the Returning Officer for the above elections, hereby declare, subject to the provisions of Rule 4.1 of the Rules and Regulations of the Fencing Association of India, the following candidates as duly elected to the post(s) mentioned against their names –

Name of the Post	Name of the Candidate(s)	
President (1)	1	
Vice-President (4)	1	
	2	
	3	
	4	
Secretary- General (1)	1	
Joint-Secretaries (4)	1	
	2	
	3	
	4	
Treasurer (1)	1	
Members (10)	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
	9	
	10	

Place

Date

Returning Officer

MYAS Observer

