

ELECTION INTIMATION

1. At the forthcoming **68th Annual General Meeting** to be held on Friday, **24th August, 2018**, the following members of the Executive Committee retire by rotation:
 - a) **Mr. Suhas Awchat** and **Mr. Najmul H Rizvi** representing the Restaurant category.
 - b) **Mr. Bharat Malkani, Mr. Vijay Shewakramani, Mr. P.S. Ghai** and **Mr. Gurbir Singh Bedi** representing the Hotel category.

2. In terms of the Companies (Management and Administration) Amendment Rules, 2015 which came into force on March 19, 2015, the Association is required to provide:-
 - Facility for voting by electronic means and the business may be transacted through such voting;

 - Facility for voting, either through e-voting system or ballot or polling paper shall also be made available at the meeting and members attending the meeting who have not already cast their vote by remote e-voting shall be able to exercise their right at the meeting;

3. In terms of the authority and power vested in the Executive Committee to make such rules and regulations to carry out the election process, the Committee has decided as under:

The schedule and process of election will be as under:-

- i) Issue of intimation regarding election by **Friday, 13th July, 2018**, by **6.00p.m.**
- ii) Submission of nominations – it is mandatory for the Nominee to have a Director's Identification Number (DIN) while submitting the same, for the respective categories by **Friday, 20th July, 2018**, by **6.00 p.m.**
- iii) Scrutiny of Nomination papers on **Monday, 23rd July, 2018** by **6.00 p.m.**
- iv) Withdrawal of Nomination papers by **Thursday, 26th July, 2018**, by **5.00 p.m.**
- v) Dispatch to members of list of candidates for election to the respective category, by **Wednesday, 1st August, 2018 by 6.00 p.m., under Certificate of Posting / courier.**
- vi) HRAWI has appointed **M/s Karvy Computershare Pvt. Ltd.** as service providers for setting up an electronic platform to facilitate e-voting. **They will provide login ID and Password directly to the eligible voters.**
- vii) The e-voting period will commence on **Monday, 20th August, 2018 (9:00 am) and ends on Thursday, 23rd August, 2018 (5:00 pm).** The e-voting module shall be disabled thereafter. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently or cast vote again.
- viii) The facility for voting by ballot paper for election shall also be made available on **Friday, 24th August, 2018** at the venue of the 68th Annual General Meeting and members who have not already cast their vote by remote e-voting shall be able to exercise their rights.
- ix) The members who have cast their vote by remote e-voting prior to the meeting may also attend the meeting but shall not be entitled to cast their vote again.
- x) The Scrutinizer will immediately after the conclusion of physical Ballot voting on **Friday, 24th August, 2018**, will first count the votes cast and add with the votes cast

through remote e-voting after unblocking the e-votes in the presence of at least two (2) witnesses not in the employment of the Association.

- xi) On any dispute arising from the Election, the decision of the Scrutinizer shall be final.
 - xii) The scrutinizer will submit his report to the Chairman of 68th Annual General Meeting, who shall declare the result of the voting. The Results shall be declared on **Friday, 24th August, 2018** during the 68th Annual General Meeting of the Association. The Results declared along with the Scrutinizer's Report shall be placed on the website of the Association www.hrawi.com. The resolution shall be deemed to be passed at the 68th Annual General Meeting of the Association scheduled to be held on **Friday, 24th August, 2018**.
4. Nomination Forms for election to the Executive Committee are available at the Secretariat of the Association. They shall be submitted in original. **No Fax or E-mail copy will be acceptable. Similarly, withdrawal request shall be also in original.** All nominations have to be acknowledged by the Secretariat with date and time. Similarly, withdrawals have to be submitted and acknowledged with date and time.
5. Contesting members are requested to forward along with the prescribed nomination form, a brief **bio-data** and **photograph**, which will be circulated by the Association along with the Ballot paper to the respective categories of members, as per format attached to the nomination form.

6. **Nominees contesting the election are strictly prohibited from canvassing directly or indirectly.**

7. The Executive Committee has appointed **Mr. Sherry Bhatia**, as the **Election Officer** and **Mr. Martinho Ferrao**, Practicing Company Secretary as **Scrutinizer**, for conducting the election in an orderly manner and their decision will be final and binding.

Dated: 10th June, 2018

**Aspi Nallaseth
Secretary General.**