

Attention - All Unit Secretaries

Your attention is drawn that as per Clause 24 of bye laws and Clause 17 of Election bye laws reproduced below, new Voters list has to be prepared.

24. Election Powers and Duties of General Secretary:

xiv) He/she along with the Treasurer, Asstt. Treasurer and Returning Officer of previous election will be responsible for preparing Voter list as per CCS(RSA) Rules. He/she has to deliver this final voter list to Returning Officer within Ten days of declaration of Election by the President.

17. a) Every paid up member shall have one vote to be exercised for each post. Paid up member means a member who has paid his subscription through check off system under CCS (RSA) Rules 1993, by signing the Letter of Authorization in favour of ARTEE for the current year of election.

b). Every unit secretary shall send a certified list of paid up members along with the certificate of CCS(RSA) deduction by DDO to the General Secretary (ARTEE) / or list of Members certified by DDO of the respective stations as per call given by Central Office on web site. The General Secretary, Treasurer & Assistant Treasurer shall submit a list of Unit wise/ State wise/ Zonal wise list of members to the Returning Officer within 10 days of declaration of Election by President. The Election will be conducted as per the list finalized by the General Secretary, Treasurer & Assistant Treasurer. No Addition or deletion will be permissible. General Secretary, Treasurer & Assistant Treasurer shall be solely responsible for preparing the list and for the discrepancies if any. The General Secretary, Treasurer & Assistant Treasurer shall verify with Returning Officer that candidate and the name of proposer/Secunder should be present in voter list as per CCS (RSA). The lists will be published on the Association website. If there is a genuine error of emission of omission reported along with evidences, General Secretary can request Returning Officer for correction it will be totally discretionary on Returning Officer to entertain any such request. This Voter list will be published on Association's website within three (3) days of handing over the list to RO by Gen. Secy. & Treasurer.

[17] C. (i) All Unit Secretaries will send Membership (M) form containing the details of the paid up members posted in their station along with Certificate of DDO of respective station. These M forms will essentially have a Residential Address of Unit Secretary. Ballots will be sent to this address.

(ii) Where less than three members are working, individual members can send their details and ballots will be sent to them directly along with Certificate of DDO of respective station.

(iii) While certifying the paid up membership, unit secretary has to ensure that; signed Letter of Authorization in favor of ARTEE & paying membership subscription through check off system by attaching certificate of DDO.

(iv). Considering the matter of receiving the RSA Subscription by the station as per their convenience, if RSA subscription of any member is paid on last date of financial year i.e. 31st March of respective year, it shall be treated as cutoff date for verification of Membership. However, efforts will be made that all stations send the subscription in the month of April i.e. the beginning of the financial year.

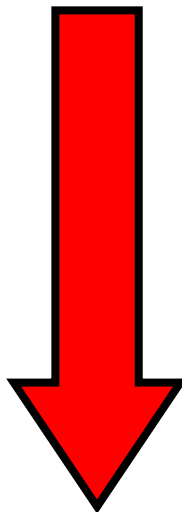
All Unit Secretaries are hereby instructed to send the details of Members in the format given below on following addressed with a scanned copy to arteedata@gmail.com

Umesh Chandra,
President, ARTEE,
Room No. 542, Akashwani Bhawan,
Parliament Street,
New Delhi – 110001
Phone : 9871765714

OR

Rajesh Kumar Gautam,
Addl.Gen.Secy., ARTEE
Room No. 134, Doordarshan Kendra,
Phase –II, Doordarshan Bhawan,
Copernicus Marg,
New Delhi – 110001

Membership Form On Next Page



ARTEE Member's Details Form – 2016 by Unit Secretary

Instructions: (1). Use Only CAPITAL LETTERS, except for email ID
(2). Please mention Member ID & Name essentially with following details

Wing: Akashwani / Doordarshan

Name of the Station:
State : Zone:

Sr. No	NAME	Desig-Nation	D.O.B. dd-mm-yy	Name of Nominee	Relation
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

Signature of Unit Secretary with Stamp
Name:
Phone Number:
Email ID:

It is certified that RSA Subscription is being deducted from the Salary of above Members as on 31st March 2016.

Residential Address of Unit Secretary.

.....
.....
.....PIN

Signature of DDO with Name & Stamp.

(Pin code is must for speed post)

Note : (1). Separate Sheet may be used in case Members are more than 20 (Twenty).
(2). Scanned copy may be sent to