

IMPORTANT NOTICE

CAPEXIL

(Sponsored by Ministry of Commerce & Industry, Government of India)

Vanijya Bhavan (ITFC), 1/1 Wood Street, 3rd floor, Kolkata-700016

Phone: 033 - 2289-1721/22/23/25

E-mail: objections@capexil.in Web: www.capexil.com

Ref: CAPEXIL/2015-16/VJ/e-Voting/1076

5th November 2015

TO ALL MEMBERS OF CAPEXIL FOR THE FOLLOWING PANELS NAMELY:-

- (1) Paper, Paper Board and Paper Products Panel,**
- (2) Plywood & Allied Products Panel,**
- (3) Ceramics & Allied Products including Refractories Panel,**
- (4) Mfrd. Products of Carbon Graphite, Explosives and Accessories Panel, and**
- (5) Cement, Cement Clinker & Asbestos Cement Products Panel**

Sub: Electoral Roll for the year 2015-16.

This is to inform you that election of the Panel representative for reconstitution of the Committee of Administration (CoA) is due for the year 2015-16. As you are aware that only an Ordinary Members shall have the right to vote and elect representative of the panel member at the Council's Committee of Administration by participation in Election via e-Voting in which they are primarily classified.

Panel-wise Electoral Roll for reconstitution of the Committee of Administration (CoA) for the year 2015-16 has been prepared and a copy of the same is available at the Head Office, Regional Offices of the Council. The same list has also been hosted on the Council's Website - www.capexil.com for information.

Members are requested to kindly check-up inclusion of their names in the concerned Electoral Roll and, in case, they find that their name has not been included in the concerned Electoral Roll even though they don't have any outstanding membership subscriptions for the previous years and they have also paid their membership subscription for the financial year (i.e. in the year of voting is held) on or before the 30th April in full including applicable taxes thereon and are continuing as members of the Council as well as furnished the self certified statement of their export turnover of CAPEXIL's products for the immediately three preceding financial years (i.e. for the F.Y. 2012-13, 2013-14 and 2014-15), particulars of membership subscription for the financial years 2014-15 and 2015-16 specifying Cheque/DD No./NEFT, Date, Amount etc on or before 27th October, 2015 in Annex -1 they may kindly send their objection immediately to the Council **by 9th November, 2015, repeat 9th November, 2015, 18.00 hours. by return mail to: objections@capexil.in**, failing which Electoral Roll will be treated as correct and no objection in this regard will be entertained in future. Similarly, if any eligible member finds that their contact details are not correct and/or any change is required in that regard, the same may also be notified to the Council not later than 9th November, 2015, 18.00 hours.

Please also note that in case of multiple Email ids, only first email id under "EMAIL" column of Electoral Roll (enclosed herewith) will be considered for sending the User Id & Password required for casting of votes towards aforesaid Election. In case member finds that the first email Id will be different, in that case member should notify the relevant email id by 9th November, 2015, 18.00 hours.

Vineet Jhabak
Joint Director (Accounts)

P.S. However, the last date for receiving the nomination will remain the same for the member whose name has been included in the Electoral roll after disposing the objection raised by the member firm.