# Notice for IAP Election 2014

Dear IAP Members,

IAP General Body Meeting held at Kolkata, in January 2013 had decided to conduct all future IAP elections by electronic voting i.e. voting on net or via mobile phone. The process is secure and user friendly. In a matter of minutes you can cast your vote in a hassle free manner. You are requested to register yourself to be eligible for e-voting.

On 4TH May,2013 in Executive Board Meeting at Khajuraho, it was again discussed and most of members suggested that the as the IAP members are not acquainted with new system. So change over should be take at least one year overlapping both ballot and e-voting. This year as a special provision those who could not get registered themselves, up to 31-8-2013, due to any reason, shall get an postal ballot paper with attached form for e-voting registration, which has to be returned along with vote. From next year no ballot paper will be sent to anyone.

Only eligible Fellow/ Life/ Ordinary members of the Society who have paid their annual subscription for the current year, shall be eligible to offer themselves as candidates for election or to propose or second the candidature of any member or to participate as a voter in the elections. Members must ensure that their subscriptions are paid up before they offer themselves as candidates, proposer, seconder or voter as the case may be.

IAP Election Commission will accept the nomination papers of the candidates and shall have no role in publication of bio-data of candidates. A candidate has to approach Hon. Secretary General, CIAP / Editor of Academy Today / Editor for IAP Website for publication of bio-data after the list of candidates is finalized by IAP Election Commission. Editor of Academy Today / Website will decide about format and size of bio-data to be published as per guidelines set by Executive Board.

A members may file as many nominations as they desire, but only for one post, however payment may be made only once and the photo copy of the payment proof should be attached with all such nominations. The name of the candidate should be mentioned on the nomination as registered with IAP. No other change in the name will be allowed. The nomination papers will be scrutinized by the IAP Election Commission to decide about its validity or otherwise. The geographical State of the candidates will be determined as per the address recorded with the Central IAP as on March 31, 2013.

After scrutiny the Chief Election Commissioner shall publish on website and forward the list of valid candidates for information to the contesting candidates. Any eligible candidate not desiring to contest the election must send his written request to withdraw his nomination on or before the date of withdrawal **i.e. 20TH July 2013 before 5 PM.**

All the eligible members on IAP membership list as on March 31, 2013 are eligible to cast their votes. Each voter shall be entitled to cast one vote for each post. Prior registration is a must for e-voting. A member can vote via net or registered mobile number as per procedure given in notification.

The Candidates as well as Proposers & Seconders of the nominations are required to give a self-attested photo copy of their photo identity viz. PAN-Card / Passport / Driving License / IAP Identity Card /Aadhaar Card or Voter ID Card (any one) along with the nominations. Only one of the above mentioned photo-ids will be accepted. Any other proof of photo-id unacceptable.

**Few important definitions for reference are -**

A. **Registration** - This is a one-time procedure to acquire voter's authenticated mobile number and mail ID by EC to get them enabled to cast their vote. This may be done through internet or filling a form sent along this notification. The Registration process will continue

up to August 31ST, 2013 for the current election. It can be done by submitting a duly filled registration form and a self-attested copy of Photo Identity viz. PAN-card / Passport / Driving License / IAP Identity Card /Aadhaar Card or Voter ID Card (any one).

B. **Verification** - This process is to verify the members details filled in the registration form and is done by Central office of IAP. This will be done by calling the member, Secretary of respective branch or by other modality as seems appropriate by IAP office. You are requested to respond to the call from IAP office for the purpose.

C. **Authentication for e-voting** - After verification by CIAPO the member's voting right will be activated which is called Authentication. Information of activation will be sent on registered mobile and mail ID. The member will be eligible to vote only after Authentication and Activation.

A soft copy of the list containing the names and addresses of Fellow, Life and Ordinary Members of the Society shall be supplied on request at Rs.5000/- per copy. Any change of address after March 31, 2013 will not be accepted for the purpose of IAP Election 2014.

The candidate is required to pay applicable 'Nomination Fee' as mentioned below:

| | |
|---|---|
| Nomination Fee for the post of President-Elect | **Rs. 20,000/-** |
| | |
| Nomination Fee for the post of Hony. Secretary, Jt. Secretary and Treasurer | **Rs. 10,000/-** |
| | |
| Nomination Fee for the post of Executive Board Member | **Rs. 5,000/-** |

The Nomination Fee should be paid by a **crossed bank draft** drawn in favor of "Indian Academy of Pediatrics" payable at Mumbai or by cash. The Nomination Fee should accompany the Nomination Paper failing which the Nomination shall be disqualified. The Nomination Fee is **non-refundable**.

Nomination Paper duly filled-in and addressed to The Chief Election Commissioner at address given below should reach his office **NOT LATER THAN 5.00 PM. ON 29th JUNE 2013** along with the nomination fee.

All correspondence/enquiries/queries should be addressed to Dr. Ramesh Goyal, The Chief Election Commissioner, Indian Academy of Pediatrics, 888-Saraswati Vihar, MG Road, Gurgaon-122002 (Haryana).
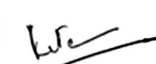
**Dr Ramesh Kumar Goyal**
Chief Election Commissioner

**Dr Ajay Gambhir**
Election Commissioner

**Dr George F Moolayil**
Election Commissioner

**Dr Ketan Parikh**
Election Commissioner

# IAP Election - 2014 Schedule

**(Subject to change under unforeseen circumstances)**

| S. No | | Time | Date |
|---|---|---|---|
| 1 | Freezing of Voter List | 5 PM | 31-03-2013 |
| 2 | Starting of receiving of Nomination Papers | 9AM | 10-06-2013 |
| 3 | Last Date for receiving of Nomination Papers | 5 PM | 29-06-2013 |
| 4 | Scrutiny of Nomination Papers | 12 Noon | 30-06-2013 |
| 5 | Declaration of the Provisional candidate list | 5 PM | 01-07-2013 |
| 6 | Last date for withdrawal of nomination | 5 PM | 20-07-2013 |
| 7 | Declaration of final list of candidates | 5 PM | 21-07-2013 |
| 8 | Closing date for receiving of registration (both by internet and Physical forms at CIAPO/ECO) | 5 PM | 31-08-2013 |
| 9 | Final list of both e-voters and postal voters to be received from CIAPO to EC | 5 PM | 16-09-2013 |
| 10 | Last date of sending information to member for activation to vote (after authentication) | 5 PM | 30-09-2013 |
| 11 | Starting date of e-voting and posting of ballot papers | 9 AM | 1-10-2013 |
| 12 | Receipt of application for duplicate ballot paper | 5 PM | 21-10-2013 to 09-11-2013 |
| 13 | Last date of receiving postal ballots and e-voting | 5 PM | 29-11-2013 |
| 14 | Counting and Declaration of results | 9 AM | 30-11-2013 onwards |

# Numbers of the post for the IAP election 2014

Numbers of the post for the IAP election 2014 shall be as follows as per eligible voter list on 31-3-2013

| National Posts | No. of Vacancies | Code of the post (via mobile voting) | Term of Office |
|---|---|---|---|
| President - Elect 2014 | One | NAP | One Year From 1-1-2014 to 31-12-2014 |
| Honorary Secretary 2014-15 | One | NAS | Two Years From 1-1-2014 to 31-12-2015 |
| Joint Secretary 2014-15 | One | NAJ | Two Years From 1-1-2014 to 31-12-2015 |
| Honorary Treasurer 2014-15 | One | NAT | Two Years From 1-1-2014 to 31-12-2015 |

## EXECUTIVE BOARD MEMBERS

| STATE (Numbers of members) | Code of the post | No. of vacancies for executive members | Term of office |
|---|---|---|---|
| Andhra Pradesh (1335) | APEX | THREE | One Year |
| Assam (240) | ASEX | ONE | One Year |
| Arunachal Pradesh(7)/ Sikkim (7)/Manipur(32)/ Meghalaya (26) / Mizoram (7) / Tripura(31) / Nagaland (8) | NEEX | ONE | One Year |
| Bihar (389) | BHEX | ONE | One Year |
| Chandigarh(98) / Jammu & Kashmir (81)/ Himachal Pradesh (56) | JKEX | ONE | One Year |
| Chhattisgarh (210) | CGEX | ONE | One Year |
| Delhi (1057) | DLEX | TWO | One Year |
| Goa (98) | GAEX | ONE | One Year |
| Gujarat (1115)/ Daman & Diu(1) / Dadra & Nagar Haveli (5) | GJEX | TWO | One Year |
| Haryana (535) | HREX | TWO | One Year |
| Jharkhand (188) | JHEX | ONE | One Year |
| Karnataka (1487) | KAEX | THREE | One Year |
| Kerala (1649) | KLEX | THREE | One Year |

| | | | |
|---|---|---|---|
| Madhya Pradesh (757) | MPEX | TWO | One Year |
| Maharashtra (2689) | MHEX | FOUR | One Year |
| Orissa (341) | OREX | ONE | One Year |
| Punjab (393) | PBEX | ONE | One Year |
| Rajasthan (748) | RJEX | TWO | One Year |
| Tamil Nadu(1762) / Pondicherry(39) / Andaman & Nicobar (3) / Lakshadweep (0) | TNEX | THREE | One Year |
| Uttar Pradesh (1387) | UPEX | THREE | One Year |
| Uttara Khand (136) | UKEX | ONE | One Year |
| West Bengal (1037) | WBEX | TWO | One Year |

**Total Voters - 17956**

Other members not included in voter list are- Army (Post) Officer-(2), Foreign (74), Address Incomplete- (177)

# Eligibility for the different Posts for the IAP election 2014

Eligibility for the different Posts-(As per Clause of constitution of IAP). Please note in case of any disputes amended version (on 6-3-2013) of IAP constitution shall be referred.

1. Clause 14.3- The President-Elect, the Secretary General, joint secretary and the Treasurer a shall be elected by all the Ordinary/Life/Fellow members of the Society from amongst themselves.

2. Clause 14.4- The Ordinary/Life member contesting for the post of President Elect should have been a member of the Society for 10 complete years consecutively as on 1st January to be eligible to contest for the ensuing election and should have served on the Executive Board or as Office Bearer or both for a period of 2 complete years before contesting for the post of President Elect. The Editors in Chief of Indian Pediatrics and Indian Journal of Practical Pediatrics, Honorary Secretary, Joint Secretary, Treasurer and Organizing Secretary of Pedicon will not seek election for the post of President elect till the completion of their present term in the office. *These changes in the constitution will not affect the eligibility of candidates to re-contest for the future elections who contested before these changes.

3. Clause 14.6 - A member contesting for the post of the Honorary Secretary General should have been a member of the Society for 7 complete years consecutively as on or before 1st January to be eligible to contest for the ensuing election and should have served on the Executive Board for two complete years before contesting for the post of the Secretary General.

4. Clause 14.7 - A member contesting for the post of the Joint Secretary and Treasurer should have been a member of the Society for 5 complete years consecutively as on or before 1st January to be eligible to contest for the ensuing election and should have served on the Executive Board for two complete years before contesting for the post of the Treasurer of the Society.

5. Clause 14.8 - The Ordinary/Life member contesting for the post of Executive Board member should have been a member of the Society for 5 complete years consecutively as on 1st January to be eligible to contest for the ensuing election. The term of the elected members to the Executive Board other than the Office Bearers shall be of a period of one year, and there shall be a ceiling of three years of continuous membership and there shall be a gap of one year for them to become eligible to contest again for Executive Board membership. This is not applicable for the post of Office Bearers. The maximum period a member can be a member of Executive Board after excluding the post of Office Bearer shall be 6 years which shall include the period of Vice President ship.

6. Clause 14.9 - The Secretary General and the Treasurer shall be residents of Mumbai or Navi Mumbai or Thane city, Joint Secretary shall be from Delhi, Gurgaon, Bahadurgarh, Sonepat, Ghaziabad, Faridabad and Noida.

7. Clause 14.12 - The Executive Board members shall be elected as follows:

    The Executive Board members from each State will be elected by the members of the respective States only. The number of State wise Executive Members shall depend on the strength of eligible voters from the concerned States which will be as follows:

    100 to 500 One Executive Board Member

    501 to 1250 Two Executive Board Members

    1251 to 2250 Three Executive Board Members

    2251 and above Four Executive Board Members

    Maximum numbers of Executive Members from any state can be four.

The number of Associate Life members, Associate members and Post Graduate Student members will not be counted while calculating the membership strength of each state for this purpose.

8. Clause 14.13 - Any member who has any complaint about the election shall give the same in writing addressed to the President of IAP within 21 days of the declaration of the result.

9. Clause 14.14 - An Election Tribunal consisting of the President as the Chairperson and two Immediate Past Presidents in order shall be constituted to go into the complaint and the decision of the Tribunal shall be final if there is a difference among the members of the election tribunal, the decision shall be by majority.

10. Clause 14.15 - Any dispute shall be subject to Mumbai jurisdiction.

# Code of Conduct for the Candidates in IAP Elections

Following are the components of the Code of Conduct –

1. **Eligibility as Candidate**
   - A nominee should have been a member of IAP for the requisite number of years, as laid down in the IAP 'Memorandum of Associations' and in the election notice
   - A nominee should not have any monetary dues to IAP pending against his name
   - A nominee will declare conflict of interest (being on the advisory committee or in any other capacity of pharmaceutical company) with pharma companies along with the nomination form, and will resolve the conflict of interest (resign from their position in pharmaceutical company), before filing the nomination.

2. **Electioneering** – the following actions are **disallowed** by contestants –
   - **Advertisements** in lay press about election, any kind of press release, and interviews on any subject
   - Placement of **banners** with personal names anywhere in the country
   - **Hosting** of official dinner / cocktail parties for fellow members from IAP
   - **Negative** propaganda about fellow contestants
   - Use of pressure, inducement or coercion to get votes from fellow IAP members; **Only an appeal** through emails / print media like letters, brochures and IAP official publication like Academy Today for votes is allowed, before the last date for submission of appeal in Academy Today, as decided by the Election Commission.
   - **Impersonation** of an eligible voter of IAP
   - Suspected **mass** voting will be investigated.

3. **Participation** as faculty or delegate in programs of IAP / Pharmaceutical companies -
   - For the post of Executive Board member this code will apply to his / her state of election; for the post of President, Secretary, Treasurer and Joint Secretary, this code will apply to the entire country.
   - After the release of final list of contestants, the contestants will not participate as faculty in any academic program hosted by Pharma company.
   - The contestants will not be faculty / organizing team member of any IAP program after the release of the final list of contestants. Those contestants who are in the committee of the IAP programs can continue to coordinate the programs but cannot be faculty for the program.
   - Contestants can be delegates at academic programs organized either by IAP or by Pharma Industry (with exception of Infant Milk Substitutes Industry), but must pay for their own travel, accommodation and registration.

4. Sponsorship from Pharmaceutical companies is disallowed for contestants –

5. For posting / personal distribution of electioneering material such as letters and pamphlets
   - Breach of Code of Conduct will be considered if –
   - A written / email complaint is received about the conduct of a contestant from a member of IAP and confirmed by the EC after investigation.
   - A breach of code of conduct is observed by any of the Election Commissioners
   - The breach is proved with documentary proof (audio/visual/print/electronic)
   - A documented breach of code of conduct by a contestant will invite disqualification of his / her candidature by the EC, with 2/3rd majority.
   - Any impersonation or other fraud will be reported to the Police / Medical Council of India / other appropriate authority in the Jurisdiction of the suspected fraud.

# Information about IAP Election for Executive Board of 2014

Dear IAP Members

IAP General Body Meeting at Kolkata, in January 2013 has decided to conduct all future IAP elections by electronic voting i.e. voting on net or via mobile phone. This is one of the foremost pending reforms of IAP. A live demo of electronic voting was given in the Executive board meeting at Mumbai in October 2012. The process is secure and user friendly. In a matter of minutes you can cast your vote in a hassle free manner. The process has two parts:

(1) Registration for e-voting; and (2) Casting of the vote. A life member of IAP has to register once only. The steps of e-voting process are explained below:

   A. Registration (electronically or physically) - All the members have to register (electronically or physically) for e-voting.

   B. Authentication - This part will be done by Election Commission or any designated agency as per decision.

   C. Actual E-voting (online or mobile)

## A. Registration Methods

*a. Electronic*

1. Click on the URL link: **https://samvoting.com/iap/**

2. After logging in, click on "Click here if you are not registered **Register**"

3. On the next page search your name by entering your First OR Last Name as given in IAP records and your state. Alternatively your name can be searched by entering your mobile number (as it exists in IAP records) in the specified field. Confirm your name, address and other details in the data and click on Register.

4. On the next page, fill all the required columns and attach the scanned copy of one of the following. Passport, Driving license, IAP ID card or PAN card. Uploading of photo ID may take some time (depending on the speed of your system) *

5. Click on - I agree to the **Terms and Conditions**

6. Now click ⬚ Register ⬚

7. On successful registration you will get a message on your registered mobile and e mail ID for the confirmation of the registration.

*b. Physical – Please send the duly filled attached registration form to the Election Commissioner's office or IAP Office, Mumbai on the address given below with one self-attested photo ID with address proof (Copy of Passport, Driving license, IAP ID card, Voter ID card, Aadhaar Card or PAN card). Filling all the columns in the registration form is mandatory.*

## B. Authentication to Vote

After receiving your registration form, either electronically or physically, by the election commissioner's office it will be verified as per official records. You are requested to keep your registered mobile number on for the next few days for a verification call and answer all the questions asked by the caller. This verification call will not take more than two minutes. You are also requested to answer all the questions as given in registration form. Any wrong information may disqualify you for the authorization to vote. After satisfactory confirmation report, your account will be activated for voting. Information of activation to authorize to vote will be sent on your registered mobile and mail ID.

## C. Actual E-Voting
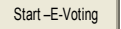
You will get information on your registered mobile and mail ID whenever the election is scheduled. You are eligible for the e-voting. This information shall also be published in Academy Today.

You can vote either by online or mobile voting method -

## I. Online voting method

*Please visit the site after receiving information of activation to authorise to vote for actual e-voting-*

1. Login again using the same URL - **https://samvoting.com/iap/**

2. Click on If you are already registered click here **Login**

3. Click on Find Member Number

4. On the next page search your name by entering your First OR Last Name as given in IAP record and your State. Alternatively your name can be searched by entering only mobile number in the specified field, if it has been given to CIAP earlier. Confirm your name, address and other details in the data and Click on ⬚ Retrive ⬚

5. After confirming your particulars, click on Login given against your particulars.

6. In the next window your IAP number will be displayed. Here click on Generate password by clicking on 'Click here to generate One Time Password (OTP).

7. Password will be sent on your registered mobile and email id. This OTP will be valid for only One Hour.

8. Enter the password you have received in given space for password and click on [ Login ]

9. Now E-voting page will open. Click on [ Start –E-Voting ]

10. Choose candidates of your choice by clicking on the checkbox and then click [ Proceed ]

11. In the next step you can either change your choice of candidates or confirm.

12. In this last step you may click on Yes or No. By Clicking on yes you will receive **Congreatulations! You have successfully submitted your vote.** this message on the screen. This confirmation will also be sent to your registered mail ID and mobile number.

*II. Mobile voting method*

1. After successful registration and receiving of activation confirmation, voter can vote by sending SMS SAMIT EVOTING on 9246356765.

2. The voter will receive a reply SMS having names of the candidates and their code written against their name.

3. Chose the code of the candidates you want to elect and SMS it on 9246356765.

4. Example given as below

| S No | Candidate For The Post of President 2013 | Vote Code For SMS To Be Written And Sent To 9246356765 |
|---|---|---|
| 1 | Dr. Rathnaswami | SAMIT<SPACE>NP<SPACE>1 |
| 2 | Dr. Harnarayan | SAMIT<SPACE>NP<SPACE>2 |
| 3 | Dr. Singh | SAMIT<SPACE>NP<SPACE>3 |
| Candidate For The Post of Hony. Secretary 2014 | | |
| 1 | Dr. Dakshina | SAMIT<SPACE>NS<SPACE>1 |
| 2 | Dr. Nariani | SAMIT<SPACE>NS<SPACE>2 |
| Candidate For The Post of Executive Member Delhi 2013 | | |
| 1 | Dr. Mishra | SAMIT<SPACE>ED<SPACE>1 |
| 2 | Dr. Venkatesh Rao | SAMIT<SPACE>ED<SPACE>2 |
| 3 | Dr. Rajesh | SAMIT<SPACE>ED<SPACE>3 |
| 4 | Dr. Chandra Hari | SAMIT<SPACE>ED<SPACE>4 |

If choices are Dr.Harnarayan, Dr.Dakshina, Dr.Venkatesh Rao and Dr. Chandra Hari - Send SMS to 9246356765- Samit NP 2, NS 1, ED 2 4

On 4TH May,2013 in Executive Board Meeting at Khajuraho, it was again discussed and most of members suggested that the as the IAP members are not acquainted with new system. So change over should be take at least one year overlapping both ballot and e-voting. This year as a special provision those who could not get registered themselves, up to 31-8-2013, due to any reason, shall get an postal ballot paper with attached form for e-voting registration, which has to be returned along with vote. From next year no ballot paper will be sent to anyone.

**Election Commissioners**

| **Dr Ramesh Goyal** | **Dr Ajay Gambhir** | **Dr Ketan Parikh** | **Dr George Moolayil** |
|---|---|---|---|
| goyal_dr@hotmail.com | drajaygambhir@rediffmail.com | ketan40@hotmail.com | drgeorgefm@gmail.com |
| M-9810146249 | M-9811557085 | M-9821010035 | M-9961806888 |

Address for Correspondence: Dr Ramesh Goyal, 888-Saraswati Vihar, MG Road, Gurgaon-122002
OR
Indian Academy of Pediatrics, Kailash Darshan, Kennedy Bridge, (Nana Chowk) Mumbai-400007

# Frequent Asked Questions (FAQ) about IAP E-voting

*General Questions-*

**1)    What is E-Voting?**

Ans. E-Voting is voting through an electronic system where IAP member can vote either via internet or SMS. This is as per the resolution passed at the GBM held at Kolkata in Jan 2013. This completely replaces the Postal Ballot. GBM has authorised IAP for setting up an electronic platform to facilitate IAP member to cast vote in electronic form. Accordingly, IAP has set-up an electronic infrastructure to facilitate IAP member to cast votes in electronic form through internet and Mobile phone (SMS).

**2)    How will I benefit from the e-Voting System?**

Ans. Substantial reduction in administrative cost, hassles free, eco-friendly, fast and obviates the need for viz.,

- Postal correspondence
- Verification of signatures
- Counting of votes
- Storing of physical ballot papers
- Accuracy in counting of votes.
- Elimination of postal ballots getting lost in-transit.
- Paperless mode of casting vote.
- Sufficient time for IAP member to vote till the end of voting cycle.

**3)    Is there any User manual to understand the login and usage process?**

Ans. Yes. You can download the User manual from **https://samvoting.com/iap/**

**4)    Is there any charge for using e-Voting system of IAP?**

Ans. No. IAP does not levy any charge on the IAP member for using the e-Voting system.

**5)    Is there any User manual to understand the login and voting process?**

Ans. Yes. You can see the User manual from (https://samvoting.com/iap).

**6)    Will I get postal ballot also?**

Ans. On 4TH May,2013 in Executive Board Meeting at Khajuraho, it was again discussed and most of members suggested that the as the IAP members are not acquainted with new system. So change over should be take at least one year overlapping both ballot and e-voting. This year as a special provision those who could not get registered themselves, up to 31-8-2013, due to any reason, shall get an postal ballot paper with attached form for e-voting registration, which has to be returned along with vote. From next year no ballot paper will be sent to anyone.

**7)    Can I change my mobile number or mail ID?**

Ans. It can only be done before registration is completed. Once the registration is done it can't be changed/altered.

**8)    Can I vote from mobile number which is not registered?**

Ans. No, you can't.

**9)    Can Anyone know whom I have voted for?**

Ans. No, your vote is confidential and can't be known to anyone.

**10)   What happens if I have entered wrong code for the candidate?**

Ans. It will not be accepted by the system till you feed the right information.

The system asks you to confirm your choices with valid codes only.

**11)   What happens if I lose or change my mobile?**

Ans. Nothing will happen unless you change your mobile number.

**12)   In case of problem whom should I contact?**

Ans. You may contact Chief Election Commissioner' Office or the address of contact person provided in the notification of the election/web site of IAP election..

**13)   What happens if my internet connection or electricity goes off during the process of voting?**

Ans. You may re login for the process. Your voting remains incomplete till the whole process is completed.

**14)   Whether typing in upper/lower case or small/capital letters makes any difference?**

Ans. No. You may use any case as the reporting in not case sensitive.

**15) What is to be done if I receive failure of delivery massage on casting of the vote?**

Ans. You may re login and complete the process again.

**16) Can I vote for the EB candidates of other states?**

Ans. No. you will only see national candidates and EB candidates of the state mentioned in your address.

**17) How can I reduce the size of my id proof file to less than 2 MB?**

- Size of the attachment file must not be more than 2 MB. To check the sizes of file please right click on the file. New list will open in which click on Property and check the size of the file.

- If the size of the file is more than 2 MB, to reduce the size click on the attachment file and bring cursor on open with and select -paint. In the paint window click on Resize button. New window will show Pixels button to click. Fill 1000 in horizontal: and click on box given with Maintain aspect ratio there. Now click on OK. Save this file on desktop by using Save As and save the file as a jpeg file. This file can be uploaded in registration form.

**18) How can I make sure that my casted vote has been counted for the election?**

Ans. You will receive a confirmation mail and SMS accepting your vote.

**19) Can I vote even after due date?**

Ans. No.

**REGISTRATION-**

1.  How can I register myself for electronic for e-voting?

A.  Registration (electronically or physically) - All the members have to register once (electronically or physically) for e-voting.

**B. Registration Methods**

*a. Electronic*

1)  Click on the URL link: **https://samvoting.com/iap/**

2)  After logging in, click on - Click here if you are not registered - **Register**

3)  On the next page search your name by entering your First OR Last Name as given in IAP records and your state. Alternatively your name can be searched by entering your mobile number (as it exists in IAP records) in the specified field. Confirm your name, address and other details in the data and click on Register.

4)  On the next page, fill all the required columns and attach the self-attested scanned copy of one of the following- Passport, Driving license, IAP ID card or PAN card.

5)  Uploading of photo ID may take some time (depending on the speed of your system) *

6)  Click on - I agree to the Terms and Conditions

7)  On successful registration you will get a message on your registered mobile and e mail ID for the confirmation of the registration.

b.  **Physical –** Please send the duly filled attached registration form to the Election Commissioner's office or IAP Office, Mumbai on the address given below with one self-attested photo ID with address proof (as above). Filling all the columns in the registration form is mandatory.

**2. When I can register myself for voting?**

Ans. The process is ON, and you can register by any one of two ways as given above.

**3. Can I register myself during the voting?**

Ans. Yes, till the scheduled date given in the election information brochure.

**4. Is the registration process needed every year?**

Ans. For the life members this is to be done only once unless there is a change of address/mobile number or mail ID required by you.

**5. Can I register two times?**

Ans. No

**6. Can I register two mobile numbers or mail ids?**

Ans. No

**7. What is the remedy if someone else has been registered in my name?**

Ans. There is verification system by the CIAP. You are

requested to inform CIAP or Election commissioner's office as soon as you discover this, with your self-attested ID proof for rectification.

**8. What happens if I do not answer to the verification call or give wrong answers?**

Ans. This is for the verification of the authenticity of the voter. To activate your ID for voting this is required step in case of verification needed. So you are requested to spare 2 to 3 minutes for this. You will not be eligible to vote if your verification is incomplete.

**VOTING-**

**1. Is time period for e-Voting same as Postal Ballot?**

Ans. Yes. The time defined as per election notification is applicable for e-Voting.

**2. Can a IAP member modify a vote already casted before the closing of e-Voting cycle?**

Ans. No. Vote once casted will be considered final and cannot be modified.

**3. Will proxy be able to cast vote in e-Voting System ?**

Ans. e-Voting System brings flexibility, convenience and ease of operation for the IAP member to cast vote through internet or by SMS. Thus, eliminating the need to appoint a proxy.

**4. How can I participate for e-voting by internet?**

Ans. Actual E-Voting

I. You will get information on your registered mobile and mail ID whenever the election is scheduled. You are eligible for the e-voting. This information shall also be published in Academy Today.

II. You can vote either by online or mobile voting method -

*Online voting method*

III. Please visit the site after receiving information of activation to authorize to vote for actual e-voting-

IV. Login again using the same URL -https://samvoting.com/iap/

V. Click on If you are already registered click here Login

VI. Click on Find Member Number

VII. On the next page search your name by entering your First OR Last Name as given in IAP record and your State. Alternatively your name can be searched by entering only mobile number in the specified field, if it has been given to CIAP earlier. Confirm your name, address and other details in the data and Click on Retrieve

VIII. After confirming your particulars, click on Login given against your particulars.

IX. In the next window your IAP number will be displayed. Here click on password by clicking on - Click here to generate One Time Password (OTP).

X. Password will be sent on your registered mobile and email id. This OTP will be valid for only 30 minutes.

XI. Enter the password you have received in given space for password and click on Login

XII. Now E-voting page will open. Click on

Start –E-Voting

XIII. Choose candidates of your choice by clicking on the checkbox and then click on

XIV. In the next step you can either change your choice of candidates or confirm.

XV. In this last step you may click on Yes or No. By Clicking on yes you will receive **Congreatulations! You have successfully submitted your vote.** this message on the screen. This confirmation will also be sent to your registered mail ID and mobile number.

**5. How can I participate for e-voting by mobile?**

Ans. *Mobile voting method*

1. After successful registration and receiving of activation confirmation, voter can vote by sending **SMS** SAMIT EVOTING on **9246356765**.

2. The voter will receive a reply **SMS** having names of the candidates and their code written against their name.

3. Chose the code of the candidates you want to elect and SMS it on 9246356765.

4. Example given as below

| S No | Candidate For The Post of President 2013 | Vote Code For SMS To Be Written And Sent To 9246356765 |
|---|---|---|
| 1 | Dr. Rathnaswami | SAMIT<SPACE>NP<SPACE>1 |
| 2 | Dr. Harnarayan | SAMIT<SPACE>NP<SPACE>2 |
| 3 | Dr. Singh | SAMIT<SPACE>NP<SPACE>3 |
| Candidate For The Post of Hony. Secretary 2014 | | |
| 1 | Dr. Dakshina | SAMIT<SPACE>NS<SPACE>1 |
| 2 | Dr. Nariani | SAMIT<SPACE>NS<SPACE>2 |
| Candidate For The Post of Executive Member Delhi 2013 | | |
| 1 | Dr. Mishra | SAMIT<SPACE>ED<SPACE>1 |
| 2 | Dr. Venkatesh Rao | SAMIT<SPACE>ED<SPACE>2 |
| 3 | Dr. Rajesh | SAMIT<SPACE>ED<SPACE>3 |
| 4 | Dr. Chandra Hari | SAMIT<SPACE>ED<SPACE>4 |

If choices are Dr.Harnarayan, Dr.Dakshina, Dr.Venkatesh Rao and Dr. Chandra Hari -

Send SMS to 9246356765- Samit NP 2,NS 1,ED 2 4

**6) What does <space> mean for mobile voting?**

Ans. This is standard symbol to keep one space in between two words or letters.

**7) What will happen if more than one space are used in mobile voting?**

Ans. The system will accept it, provided there are no other error.

**8) If I have voted by mobile, can I vote again by internet or vice versa?**

Ans. You can vote only once. Either by internet or mobile. After voting by one process the another process will not accept the vote.

**SECURITY-**

**1) How will I know if e-Voting website is secured?**

A. If you are visiting the website with a secure connection, you will be able to identify the website through the site's certificate. A secure or encrypted website address will begin with HTTPS rather than HTTP, and you will see a lock icon in the Address bar. Secure connections use certificates to identify the website and to encrypt your connection so that it will be more difficult for a hacker to view. You can also click the lock icon in the Address bar to see more information about the secured website Click on following URL **https://samvoting.com/iap/**

open page and click on



See SSL certificate and generate daily certificate of anti- hacking reports respectively.

**2) Can I reuse the password received for the first time by me for e-Voting?**

Ans. No. The e-Voting system will have new password for every login.

**3) What if someone steals my password?**

Ans. The password cannot be stolen. It is One Time Password (OTP). A new Password is generated by the system every time automatically whenever you click on "Generate Password" and will be sent to your registered mobile and mail ID. It can be used only once within 60 minutes only.

**4) How secure is the data provided by me?**

Ans. It is completely safe and will not be shared with any unauthorized person.

# Nomination form for IAP Election 2014

## INDIAN ACADEMY OF PEDIATRICS

Office of Chief Election Commissioner: 888 - Saraswati Vihar, Gurgaon – 122002, Haryana.

**Email ID: cec@iapindia.org; goyal_dr@hotmail.com M-9810146249**

| **Dr Ramesh Kumar Goyal** | **Dr Ajay Gambhir** | **Dr George F Moolayil** | **Dr Ketan Parikh** |
|---|---|---|---|
| Chief Election Commissioner | Election Commissioner | Election Commissioner | Election Commissioner |

## NOMINATION FORM
### (PLEASE FILL-UP THE FORM IN BLOCK LETTERS)

Name of the Office for which the Candidate is Nominated..................................................................................................

Paste recent photo of candidate here

**Name of the Candidate (in full)** ......................................................................................................................................
(As registered with IAP) (see Instructions)

Candidate's Address...........................................................................................................................................................

....................................................................................................................................................................................

District ........................................................................ STATE ......................................................................................

IAP Membership No. of the Candidate ...................................................... since ............................................................

Telephones (STD CODE...............) (OFF) ...................................................... (RESI) ....................................................

Mobile ............................................. Email: ...................................................................................................................

Offices held by the candidate in Central IAP & Year(s) ......................................................................................................

**Name of the Proposer** .....................................................................................................................................................
(As registered with IAP) (see Instructions)

Proposer's Address ............................................................................................................................................................

Membership No. of the Proposer ........................................................................................................................................

Telephones (STD CODE...............) (OFF) ...................................................... (RESI) ....................................................

Mobile ............................................. Email: ...................................................................................................................

Proposer's Signature & Date ..............................................................................................................................................
(see instructions)

**Name of the Seconder** ...................................................................................................................................................
(As registered with IAP) (see instructions)

Seconder's Address ...........................................................................................................................................................

Membership No. of the Seconder ......................................................................................................................................

Telephones (STD CODE...............) (OFF) ...................................................... (RESI) ....................................................

Mobile ............................................. Fax ............................................ Email: ..............................................................

Signature of Seconder & Date ...........................................................................................................................................
(see instructions)

Place:

Date:

_____

Signature and Name of candidate

### DECLARATION BY THE CANDIDATE

*"I hereby declare that I consent for nomination for the post as mentioned above. All information provided by me is true and correct to best of my knowledge and belief. Nothing has been hide deliberately. I shall abide by rule and regulations as per constitution of Indian Academy of Pediatrics. I understand that Election Commission has provided adequate information, in case of any discrepancy rules and regulations of the constitution of IAP shall apply. I also declare to practice the code of conduct and declare "conflict of interest" prescribed by CIAPO/election commission of IAP."*

**INSTRUCTIONS-**

1.  Please make sure about eligibility for the applied post and eligibility of proposer and seconder.

2.  A member shall be ineligible for contesting more than one post.

3.  Fill complete form in capital letters. Incomplete form will be rejected.

4.  Read carefully all the details given in election notice before filling the form.

5.  Make sure all particulars given are true, correct and as per record of CIAP office.

6.  Others as per requirement.

**CHECK LIST OF ENCLOSURES-**

1.  Self-attested photo copy of valid ID of- ( Signature should be same as given on ID)

    A.    Candidate- Passport / IAP ID Card / PAN number card / Driving license/Voter ID Card/Aadhaar Card

    B.    Proposer- Passport / IAP ID Card / PAN number card / Driving license/Voter ID Card/Aadhaar Card

    C.    Seconder- Passport / IAP ID Card / PAN number card / Driving license/Voter ID Card/Aadhaar Card

2.  Photo of Candidate

3.  DD as required

4.  Others as per requirement.

**Last date and time for application-**

The complete nomination form should reach on or before 5 PM, dated June.29, 2013 at office of The Chief Election Commissioner, IAP, 888-Saraswati Vihar, MG Road, Gurgaon-122002 (Haryana).