



भारतीय सामग्री प्रबंधन संस्थान

**INDIAN INSTITUTE OF MATERIALS MANAGEMENT**  
**Hyderabad Branch**  
**HYDERABAD, Telangana State**

**NOTICE & INVITATION FOR THE 46<sup>th</sup> ANNUAL GENERAL BODY MEETING  
(46<sup>th</sup> AGM) OF IIMM HYDERABAD BRANCH, SCHEDULED ON  
Date: 27.09.2021(ie.Monday)**

Ref.No.IIMM/Hyd/AGM-46/2021

Date: .04.09.2021

To

All the Respected Members,  
IIMM, Hyderabad Branch.

It is hereby notified to all our Respected Members of Hyderabad Branch, that our 46<sup>th</sup> AGM will be held on Date: 27.09.2021 Timing: From 4:30pm onwards, to transact the business as per the following Agenda.

A G E N D A

1. Welcome Address by Chairman.
2. Confirmation of MoM of last AGM (45<sup>th</sup> )
3. Presentation of Annual Report by Hon. Secretary - (Receive, adopt and approve)
4. Presentation of NHQ Audited Financials of FY 2020-2021-by Treasurer (Receive, adopt and approve)
5. To appoint Internal Auditor for FY2021-2022 (Adopt and approve)
6. Elections for- IIMM Hyderabad Branch to elect:  
Executive Committee (for 2021-2023 period)  
for Eleven Members to hold the positions of:  
i) Chairman ii)Vice-Chairman iii)Secretary iv)Treasurer v)National Council Members 3(Three)  
and vi)Executive Committee Members 4(Four).],and to declare the results.
7. Any other matter with the permission of the Chair.

All the Respected Members are cordially invited to attend the 46<sup>th</sup> AGM at  
Venue: VEG PARK (Shanbagh Hotel).  
By the side of Basheerbagh Flyover,  
Basheerbagh, Hyderabad.

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4-8-68/A/21, G.D Enclave, 3<sup>rd</sup> Floor, Rang Mahal Road, Putli Bowli, KOTI, Hyderabad-500095.

TEL: 040-29558952, Email: [iimm.hyd1719@gmail.com](mailto:iimm.hyd1719@gmail.com)

Hyderabad Branch Website: [www.iimmhyd.org](http://www.iimmhyd.org), NHQ Website: [www.iimm.org](http://www.iimm.org)



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**Important Notes:**

- a) Only those members, who have paid subscription (including arrears if any) on or before 31-07-2021 are eligible to contest in Election and vote in Election (also, please see extract of Memorandum, Latest communication from our IIMM National President etc., enclosed herewith please) (Members paid List sent by NHQ, as on 31-7-2021 will be reference document).
- b) The institutional Member is entitled for one vote. They are requested to attend (one Member) OR depute their one authorized representative with 'Authorization Letter' to vote at Election.

The below documents are attached herewith for your information and reference:

- THE NOMINATION FORM
- WITHDRAWAL FORM
- Other related extracts from Memorandum

for and on behalf of **IIMM Hyderabad Branch**

Mrs Suvarna Sudagoni  
Hon. Secretary  
IIMM, Hyderabad Branch  
Mobile No. 9704537679

Encl: As above

4-8-68/A/21, G.D Enclave, 3<sup>rd</sup> Floor, Rang Mahal Road, Putli Bowli, KOTI, Hyderabad-500095.  
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Enclosure to AGM Notice (page1)

**EXTRACTS FROM MEMORANDUM (REVISED - 1998) OF IIMM – BYE LAWS AND RULES THERE IN.**

**RULE 21(f) (ii):** Minimum age for election in branch or at Head quarters shall be 30 years on the date of the nomination and shall have completed minimum two year membership of the institute.

**RULE 22:** Any member whose subscription is in arrears and who does not pay such arrears on or before 30<sup>th</sup> June duly recorded and acknowledged at National Headquarters shall lose his membership and such member even if he pays the arrears after 30<sup>th</sup> June as hereinafter mentioned shall not be eligible to vote. Further such member in arrears as on 30<sup>th</sup> June shall not be entitled to file nomination and contest any election of the institute, whether at Branch level or National Level and shall not be entitled to propose or second a candidature of any member for the election/s of the Institute as mentioned above.

Provided further that if any member who failed to pay his subscription on or before 30<sup>th</sup> June and gets elected to Branch Committee or National Council in contravention of this Regulation, his election shall be held null and void and the National Council shall be authorized to take appropriate action in each such case, as it may think fit.

The decision of the National Council shall be final and binding upon all concerned. Such person, firm, corporation or institution, if removed from the list of members for default in payment of subscription any seek re-admission which shall be conditional upon payment of all arrears of subscription. In due course, the Branch shall advise Headquarters of the action taken by the Branch.

**Rule 28:** Fellow Members, Members \*, Life Members, Life Fellow Members and each representative of Institutional Members shall be entitled to one vote each at the General meetings of the National Council and Branches.

However, the same Individual cannot exercise more than one vote.  
Honorary and Associate Members are not entitled to vote.

(\* "Members" now also mentioned as Full Members).

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ON THE ABOVE, TO NOTE THE FOLLOWING-[extracts-from communication Ref.no.IIMM/NHQ/120/2021 dt.6-8-2021.from National President,IIMM.,on the subject of :Membership Renewal &Branch AGM]

"...Subject matter was discussed at length in the NEC meeting held on 1.8.21. Looking to the prevailing situation of COVID-19 and the uncertainty surrounding on, It was unanimously decided to shift the date of Membership renewal and last date of Branch AGM by one month each subject to ratification of the NEC decision in the next NC meeting. Accordingly, the revised dates will be as follows:

- 1.) All membership renewal along with the fees(received in NHQ account) will be considered till 31.7.2021 from the prevailing date of 30.6.2021 as per the Bye Laws of IIMM Memorandum.
- 2.) Branches will have to complete their AGM on or before 30.9.21 in place of the prevailing date of 31.8.21 as per the Bye Laws of IIMM Memorandum.

It was also decided that Branches can have the option to conduct elections(if required) in physical mode in a staggered manner within the time relaxation as provided by local authorities. However, Branches must ensure that the COVID protocol laid down by respective local authorities has to be followed strictly.

In case holding branch election in physical mode does not become possible then they can have the option to conduct elections in online mode also. It was also decided that Branches can conduct AGMs in physical mode or in online mode or hybrid mode(i.e., both physical & online) as per the situation warranted.

Please note that It will be the complete responsibility of the branches to conduct the election in a free and transparent manner."



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**Enclosure to AGM Notice [Page 2] : OTHER DETAILS**

1. As per latest communication, kept in page 1, All respected members, those have paid subscription for FY 2020-2021 and are on electoral roll as on 31-7-2021, are eligible to contest in elections, to propose, to second such candidature and to vote at the Elections. [Paid List of Members sent by NHQ as on 31-7-2021 will be reference document]
2. Honorary and Associate members are not entitled to- contest, vote ,propose, and second.
3. Minimum age of the eligible members for elections in Branch or NHQ should be 30 years as on date of Nomination and shall have completed a minimum 2 years of membership of this institute.
4. The enclosed NOMINATION Form [ attached herewith] duly filled and signed in all respects to be kept in sealed cover, should reach at the Institute, on or before 5.40pm on 20-09-2021, addressed to the Election Officer/Returning Officer of elections ,IIMM Hyderabad
5. The above filled in Nomination form should be sent by Regd. Post/ Speed post / by courier OR given in person by dropping in the designated BOX , kept in the office of Institute [ as mentioned above, filled in Nomination form to reach institute within the time frame given above please.[Institute address-given below]
6. Withdrawal of Nominations , if any, from elections to be made on OR before 5.40pm on 23-09-2021, in duly filled in form and signed [withdrawal form attached herewith] by handing over at the Institute office, by dropping in the same Box [where Nominations are dropped ] OR to be sent by post- to reach Institute with in the time frame given above.
7. The List of eligible candidates/contestants for Elections will be made available at the Institute office on 24-09-2021, in the event of contest.
8. Elections [ if necessary ] will be held by Secret Ballot at the AGM , on 27-09-2021, at the Venue from 6-30pm to 7-30pm. [ VENUE : VEG PARK, Basheerbagh, Hyderabad.]
9. **Shri C.Harinath, Life Member of the Institute, is the Election Officer/Returning Officer of Elections**
10. The decision of the Election Officer/ Returning Officer shall be final and binding on all Respected Members as regards- the acceptance / withdrawal/ rejection of Nominations, conduct of Elections and declaration of Results.

S.Suvarna, Hon. Secretary,

IIMM Hyderabad.

Mobile No. 9704537679



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**NOMINATION FORM, ELECTIONS- 2021 [ Tenure 2021-2023 ]**      Date.....

I .....  
Member of the above Institute, PROPOSES the Name of:

Mr./Mrs. ....

For the post of .....

Of IIMM Hyderabad Branch Committee for the tenure of 2021-2023.

Signature of the PROPOSER  
NAME  
Membership No.

Signature of the SECONDER  
NAME  
Membership No.

I .....  
Member of the above Institute, do hereby agree to above NOMINATION.

Signature of CONTESTANT.

Membership No.

**WITHDRAWAL OF NOMINATION – ELECTIONS 2021 [ Tenure 2021-2023 ]**

I.....,

Hereby WITHDRAW my NOMINATION for the

POST of.....

Signature

Name

Membership No.

DATE

To The Election Officer/ Returning Officer, IIMM Hyderabad.

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