

INDIAN RUGBY FOOTBALL UNION
ELECTION REGULATIONS

I. Short Title & Definitions:

- (1) These Election Regulations (“**Regulations**”) of the Indian Rugby Football Union (“**IRFU**”) shall govern the conduct of election for the positions specified under Clause II (1) below on the Board of Directors of the IRFU.
- (2) In these Regulations, unless the context otherwise requires and subject to Clause I (3) below -
- (a) “**Articles**” shall mean the Articles of Association of the IRFU, as adopted and amended by the IRFU from time to time;
 - (b) “**Board**” or “**Board of Directors**” shall mean the collective body of the Directors of the IRFU;
 - (c) “**Clause**” and ‘Sub-clause’ mean the clause and sub-clause of these Regulations;
 - (d) “**Contested Posts**” shall have the meaning ascribed to it under Clause II (1) below;
 - (e) “**Director**” shall mean the director appointed to the Board of the IRFU in accordance with the Articles;
 - (f) “**Election Representatives**” shall mean the individuals authorised by a Permanent Member to represent such Permanent Member in an election conducted in accordance with these Regulations.
 - (g) “**Form**” means each of the forms appended to these Regulations;
 - (h) “**Governing Body**” shall mean the apex governing body of each State Association such as the Apex Council, Board of Directors, Executive Committee by whatever name called;
 - (i) “**IRFU**” means the Indian Rugby Football Union; and
 - (j) “**Website**” means the official website of the IRFU as located at www.indiarugby.com.
- (3) Any capitalised terms used herein and not defined in these Regulations shall have the meaning ascribed to them in the Articles.

II. Positions:

- (1) Elections will be held for the following Directors on the Board as specified under Article 7.2 in the Articles and as due for election in accordance with the Articles (“**Contested Posts**”) –
- (a) President - 1 (one)
 - (b) Male Vice President - 1 (one)
 - (c) Female Vice President - 1 (one)
 - (d) Honorary Secretary - 1 (one)

- (e) Honorary Treasurer - 1 (one)
- (f) Male Representative of Permanent Members - 1 (one)
- (g) Female Representative of Permanent Members - 1 (one)

III. Manner of Election:

The election will be held at the Annual General Meeting (“**AGM**”) as scheduled and notified by the Honorary Secretary, IRFU in accordance with the procedure prescribed hereinafter, from amongst the representatives of the Permanent Members.

IV. Election Process:

- (1) Each Permanent Member designated as such under Article 2.2 (c) (i) of the Articles shall have two (2) votes at the election for the Contested Posts. Each such Permanent Member shall be represented by two (2) Election Representatives authorized by the President and the Honorary Secretary of the concerned Permanent Member.
- (2) Each Permanent Member designated as such under Article 2.2 (c) (ii) or Article 2.2 (c) (iii) of the Articles shall have one (1) vote at the election for the Contested Posts. Each such Permanent Member shall be represented by one (1) Election Representative authorized by the President and the Honorary Secretary of the concerned Permanent Member.
- (3) Each Permanent Member shall ensure that one (1) Election Representative shall be the ‘Representative’ (as defined in the Articles) of the Permanent Member for the AGM and such Representative must be an Indian national.
- (4) For the purposes of sub-clause (1), each Permanent Member shall ensure that the second Election Representative is an Indian national and meets either of the following criteria:
 - i) They are domiciled in, or were born in the State/Union Territory over which the concerned Permanent Member has jurisdiction in respect of Rugby; or
 - ii) They have previously represented the concerned Permanent Member’s State/Union Territory senior men’s/women’s team in a minimum of five (5) Rugby matches in any IRFU sanctioned inter-state tournament.
- (5) Permanent Members shall endeavour and use their best efforts to ensure that at least one (1) of the Election Representatives nominated by the Permanent Member is a female.
- (6) Each Permanent Member shall intimate the name(s) of their Election Representatives, in the manner, format and before the deadline prescribed by the Honorary Secretary, IRFU, and such intimation shall be addressed to the Honorary Secretary, IRFU on their letter head duly signed by both, the President and the Secretary of the concerned Permanent Member, so as to reach the IRFU on or before the deadline prescribed by the Honorary Secretary, IRFU. Any subsequent change in the name of any Election Representative or any intimation received after the deadline prescribed by the Honorary Secretary, IRFU shall be permitted only with the approval of the Honorary Secretary, IRFU.
- (7) The Honorary Secretary, IRFU shall prepare the list of authorized Election Representatives of the Permanent Members and circulate a copy of the list so prepared to the Permanent Members within one (1) day of receiving the intimation of all Election Representatives by the Permanent Members, by display on the Website in accordance with **Form 1**.

- (8) The Honorary Secretary shall also furnish a duly authenticated copy of the list mentioned in Clause IV (6) to the Returning Officer as soon as may be after his appointment by the Honorary Secretary of IRFU under Clause (V) below.

V. Returning Officer:

- (1) As soon as may be before/after the issue of the Notice for the AGM, the President of IRFU shall nominate a person as Returning Officer for conduct of election of the Contested Posts, in accordance with the provisions of these Regulations.
- (2) Such Returning Officer shall be a person of eminent legal standing (such as a Retired Judge of the Supreme Court of India or a State High Court or a Senior Advocate) or a person of eminent record and standing as a senior public servant (such as a retired officer of the Indian Administrative Services).

VI. Nomination of Candidates:

- (1) Only Election Representatives included in the electoral college list specified by the Honorary Secretary, IRFU as per Clause IV (6) of these Regulations shall be eligible to file nominations for any post for which election is being held. Each Election Representative shall be entitled to contest election for a single Contested Post only.
- (2) The nomination application of a candidate for election as a Director, shall be proposed by one (1) of the Election Representatives and seconded by one (1) other Election Representative as seconder using **Form 2** attached herewith. The candidate so proposed and seconded shall provide a declaration accepting such nomination as per **Form 2** attached herewith.
- (3) Each candidate shall be entitled to be nominated by not more than two (2) nomination papers.
- (4) In the event that a candidate is a Civil Servant, the candidate must confirm that the Candidate is not barred from contesting for a post due to exceeding the limits specified for Civil Servants under Office Memoranda No. 11013/1/2016-Est.A-III dated 27.02.2020 issued by the Department of Personnel and Training, Govt. of India (i.e., the candidate must not have already held office for period of two (2) terms or five (5) years, whichever is earlier, in the IRFU) and submit a no-objection certificate/sanctioning letter from the appropriate authority as required under the aforementioned notification.
- (5) Each of the nomination papers specified in Paragraph 2 above shall be delivered personally, or if permitted by the Returning Officer, notarized and scanned copies of all such nomination papers are required to be compiled and sent by the candidate via email to the Returning Officer within three (3) days of notification of the electoral college by the Honorary Secretary, IRFU as per Clause IV (6) of these Regulations. The candidate is also required to provide confirmation from the proposer and seconder of their respective nomination papers within the aforementioned deadline. In the event that the nomination papers are initially submitted via email, originals of all nomination papers shall be required to be sent in sealed envelopes (and proposers and seconders may send their papers separately from the nominee, if necessary), to the Returning Officer and are required to reach the Returning Officer at the address notified within one (1) day of submission of nomination papers through email.
- (6) No person shall be eligible to nominate more than one (1) candidate for the same post, either as proposer or seconder; and, if he so does, his/her signature on the nomination papers delivered second in point of time to the Returning Officer shall be deemed to be inoperative.

- (7) No person shall be permitted to withdraw his/her name as proposer/seconded, once the nomination paper subscribed by him/her has been delivered to the Returning Officer.
- (8) Within two (2) days of receiving the nomination papers from the candidates, the Returning Officer shall prepare a list of all nominations received, post wise, in and publish the same in a conspicuous place in his/her office and the Website in accordance with **Form 3**.

VII. Scrutiny of Nominations:

- (1) On the day following the publication of nominations received as per Clause VI (8) of these Regulations, the Returning Officer shall scrutinize each nomination paper, one by one, received by him, and determine its validity or otherwise.
- (2) At the scrutiny of nominations, each candidate or one of his/her authorized representatives, shall have the right to be present in person or via video conferencing, as determined by the Returning Officer and raise any objection in relation to nomination of a candidate for the post for which he/she has failed his/her nomination.
- (3) As soon as may be after the scrutiny of all nomination papers has been completed, the Returning Officer shall prepare a List of Validly Nominated Candidates and cause such list to be published on the Website in accordance with **Form 4**. The contesting candidates can also request a copy of such from the Returning Officer.

VIII. Withdrawal of Candidatures:

- (1) Each candidate whose nomination has been found valid on scrutiny shall be entitled to withdraw his/her candidature within three (3) days of publication of nominations received by the Returning Officer as per Clause VI (8) of these Regulations.
- (2) Notice of withdrawal of candidature shall be submitted in **Form 5** by the candidate himself/herself or by a person duly authorised by him/her in writing, to the Returning Officer.
- (3) Notice of withdrawal of candidature shall be final and shall not be allowed to be cancelled.
- (4) The Returning Officer shall accept the notice of withdrawal if he is satisfied as to the genuineness of the notice.
- (5) The Returning Officer shall in accordance with **Form 6** prepare the Final List of Contesting Candidates and display a copy of the said list in a conspicuous place in his/her office and on the Website within four (4) days of publication of nominations received by the Returning Officer as per Clause VI (8) of these Regulations, and also furnish a copy of the same to each of the candidates/their authorized representatives, if they so demand.
- (6) The names of the contesting candidates in **Form 6** shall be arranged, for each post, in alphabetical order according to the English alphabet.

IX. Uncontested Returns; and Contested Elections:

- (1) Where the number of contesting candidates for any post or category of post, in the Final List of Contesting Candidates is equal to the number of posts to be filled, all such contesting candidates shall be deemed to be duly elected unopposed to those posts, and it shall not be necessary to take a poll for election to such post.

- (2) Where the number of contesting candidates for any post or category of post, in the Final List of Contesting Candidates is more than the number of posts to be filled, a poll shall be conducted for those posts remaining unfilled.
- (3) The ballot papers for these posts remaining unfilled shall be in **Form 9** and the names of the contesting candidates on the ballot papers shall appear in the same order as in **Form 6**.

X. Poll:

- (1) The Returning Officer shall cause arrangements to be made for the posts remaining unfilled as per Clause IX (2) above, by the electoral college members within five (5) days of the publication of the Final List of Contesting Candidates and will call the electoral college members to exercise their voting right in respect of each of the Contested Posts.
- (2) Polling will be done in below order:
 - (a) President - 1 (one)
 - (b) Male Vice President - 1 (one)
 - (c) Female Vice President - 1 (one)
 - (d) Honorary Secretary - 1 (one)
 - (e) Honorary Treasurer - 1 (one)
 - (f) Male Representative of Permanent Members - 1 (one)
 - (g) Female Representative of Permanent Members - 1 (one)
- (3) Each Contesting Candidate can nominate one (1) person (if he/she so desires), only from amongst the Election Representatives, to be present at the polling station.
- (4) Each voter shall be required before he is supplied with a ballot paper in **Form 9**, to give his/her signature on the authenticated copy of the Electoral College list in Form 1 used by the Returning Officer for taking the poll.
- (5) The voter shall record his/her vote on the ballot paper by placing a tick mark (✓) against the name of Contesting Candidate of their choice by means of the article specifically provided by the Returning Officer. Any other mark or work placed on the ballot paper by them or marking the ballot paper by means of any pen, ball point pen, etc of the voter which has not been provided by the Returning Officer, shall render the ballot paper liable for rejection.
- (6) The ballot paper marked by a voter shall be deposited by him/her in a ballot box specially prepared and sealed by the Returning Officer and placed at a conspicuous place in the polling station and constantly visible to all present in the polling station.
- (7) The Returning Officer shall close the poll at the appointed hour and shall not permit any person to vote thereafter; provided all voters who are present at the polling station at the appointed closing hour shall be entitled to vote even if the poll proceedings must be extended.
- (8) The Returning Officer will prescribe all other procedures for the electoral college members to cast their vote, through ballot paper in secrecy in a voting compartment or e-voting (subject to Sub-Clause 10 below), in due course.

- (9) In case any voter casts more than the one vote for each of the Contested Posts as provided for under Clause VIII (3), his/her vote(s) for that post shall be invalid.
- (10) It is clarified that the Returning Officer may permit the conduct of polling through E-voting only if the conduct of election for Contested Posts through virtual conferencing and e-voting has been expressly permitted and authorised by the Ministry of Youth Affairs and Sports, Government of India.

XI. Counting of Votes:

- (1) At the closure of the time prescribed for voting, the Electoral Officer shall cause the counting of the votes cast and announce the results in respect of each of the contested posts in accordance with **Form 7**.
- (2) Each contesting candidate can nominate one (1) authorised representative and he/she shall be entitled to be present at the place of counting of votes.
- (3) The votes validly cast for each of the contesting candidates shall be counted post-wise and recorded in the descending order of the votes so cast for each candidate. The candidates who have secured the maximum number of votes for each post shall be deemed to have been duly elected to those posts.

XII. Declaration of Results:

The names of contesting candidates who shall be deemed to have been elected at the election in accordance with Rule (XI) (1) shall be declared as having been duly elected to their respective posts by the Returning Officer at the AGM in accordance with **Form 8**.

Form 1 – Electoral College
INDIAN RUGBY FOOTBALL UNION (IRFU)

IRFU Elections on **[Insert Date]**

Sl. No	Permanent Member	Election Representative	
		1.	2.
		1.	2.
		1.	2.
		1.	2.

Name:

Honorary Secretary, Indian Rugby Football Union

Date:

Place:

Form 2 – Nomination Form
INDIAN RUGBY FOOTBALL UNION (IRFU)

IRFU Elections on **[Insert Date]**

NOMINATION PAPER FOR
ELECTION AS _____ (NAME OF THE POST)

To

The Returning Officer, IRFU
[Insert Address]

1. _____ We _____ nominate
Shri/Smt./Ms. _____
_____ (name and address), whose name is entered at Sl. No. _____ in the
Electoral College list for the above mentioned post.

2. Our particulars are given below:-

	Name of Candidate	Name of Permanent Member	Sl. No in the Electoral College List	Signature
Proposer				
Secunder				

3. I, the candidate below named, do hereby give my assent to my nomination for the above post.

Further, I certify and confirm that:

- a) In the event that I am being nominated for the post of President, Honorary Secretary or Honorary Treasurer, I have not attained the age of seventy (70) years as on the date of election;
- b) I am not disqualified from being appointed as a Director of IRFU pursuant to Section 164(1) of the Companies Act, 2013 or the IRFU Articles of Association;
- c) I am not required to undergo any cooling off period in relation to the above mentioned post or barred from contesting for such post, as per the IRFU Articles of Association; and
- d) In the event that I am a Civil Servant, I am not barred from contesting for the above mentioned post as per Office Memoranda No. 11013/1/2016-Est.A-III dated 27.02.2020 issued by the Department of Personnel and Training, Govt. of India (i.e., have not already held office for a period of two (2) terms or five (5) years, whichever is earlier, in the IRFU) and I enclose herewith a no-objection certificate/sanction letter from the appropriate authority as required under such notification in order to contest the IRFU election.

Name of the Candidate _____

Name of Permanent Member _____

Sl. No. in the Electoral College list _____

Signature _____

Place:

Date:

Form 3 – List of Nominated Candidates

INDIAN RUGBY FOOTBALL UNION (IRFU)

IRFU Elections on **[Insert Date]**

Sl. No.	Name, Sl. No. in Electoral College List and Address of Candidate	Name and Sl. No. in Electoral College List of Proposer	Name and Sl. No. in Electoral College List of Seconder

Returning Officer, IRFU

Place

Date

Form 4 – List of Validly Nominated Candidates

INDIAN RUGBY FOOTBALL UNION (IRFU)

IRFU Elections on *[Insert Date]*

Name of Post	Name of Candidate	Name of Permanent Member	Sl. No. in Electoral College List

Returning Officer, IRFU

Place

Date

Form 5 – Notice of Withdrawal
INDIAN RUGBY FOOTBALL UNION (IRFU)

IRFU Elections on **[Insert Date]**

NOTICE OF WITHDRAWAL OF CANDIDATURE FOR ELECTION AS _____ (NAME OF THE POST)

To

The Returning Officer, IRFU

[Insert Date]

I, the validly nominated candidate, do hereby give my notice of withdrawal of candidature for the above post.

Name of the Candidate _____

Name of Permanent Member _____

Sl. No. in the Electoral College list _____

Signature _____

Place:

Date:

Form 6 – List of Contesting Candidates
INDIAN RUGBY FOOTBALL UNION (IRFU)
IRFU Elections on *[Insert Date]*

Name of Post	Name of Candidate	Name of Permanent Member	Sl. No. in Electoral College List

Returning Officer, IRFU

Place

Date

Form 7 – Result of Counting of Votes
INDIAN RUGBY FOOTBALL UNION (IRFU)

IRFU Elections on Insert Date

Name of Post	Total Polled	Total Rejected	Name of Candidate	Valid Polled
President (1)			1.	
			2.	
			3.	
Male Vice-President (1)			1.	
			2.	
			3.	
Female Vice-President (1)			1.	
			2.	
			3.	
Honorary Secretary (1)			1.	
			2.	
			3.	
Honorary Treasurer (1)			1.	
			2.	
			3.	
Male Representative of Permanent Members (1)			1.	
			2.	
			3.	
Female Representative of Permanent Members (1)			1.	
			2.	
			3.	

Returning Officer, IRFU

Place

Date

Observer

MYAS Observer

IOA Observer

Form 8 – Declaration of Results
INDIAN RUGBY FOOTBALL UNION (IRFU)

IRFU Elections on **[Insert Date]**

I, the Returning Officer for the above elections, hereby declare the following candidates as duly elected to the post(s) mentioned against their name.

Name of Post	Name of Candidate
President (1)	
Male Vice-President (1)	
Female Vice-President (1)	
Honorary Secretary (1)	
Honorary Treasurer (1)	
Male Representative of Permanent Members (1)	
Female Representative of Permanent Members (1)	

Returning Officer, IRFU

Place

Date

Observer

MYAS Observer

IOA Observer

Form 9 – Ballot Paper
INDIAN RUGBY FOOTBALL UNION (IRFU)

IRFU Elections on *[Insert Date]*

Name of Post	Name(s) of Candidate	Mark vote here by placing tick mark (✓)

- (1) Place a tick mark (✓) against the name of only one (1) Contesting Candidate for the respective post.
- (2) DO NOT place any other mark like (x) or work against the name of any candidate as that shall render your ballot paper liable for rejection.
- (3) Place a tick mark on the ballot paper with the article specially provided by the Returning Officer for the purpose. Any ballot paper marker with any other pen, ball point pen, etc shall render your ballot paper liable for rejection.

Returning Officer, IRFU

Place

Date