

**CHAIRMAN OF ELECTION COMMITTEE, CAPEXIL  
&  
JOINT DIRECTOR GENERAL OF FOREIGN TRADE  
GOVERNMENT OF INDIA  
MINISTRY OF COMMERCE & INDUSTRY  
OFFICE OF THE ADDL. DIRECTOR GENERAL OF FOREIGN TRADE  
4, ESPLANADE EAST, KOLKATA - 700 069  
PHONE: 033- 22545908 (D), *Email: utpal.acharya@nic.in***

Ref. No.: JDGFT(UKA)/Kol/CAPEXIL Election(VP)/2019-20/

Dated: 4th December, 2019

**NOTICE**

**Sub: Invitation for Nomination for the position of Vice President of CAPEXIL for the year 2019-20**

This is to inform you that under the provisions of Rule 4 of Bye-Laws and Rules for conducting election of CAPEXIL, the undersigned has been appointed vide letter No. Misc./1/Admn./2018 dated 25.11.2019 as Chairman of Election Committee, CAPEXIL for conducting election of CAPEXIL for the year 2019-20.

It is hereby informed that the election process for the position of Vice President of Council has started. Further, in terms of election Rules, the List of Voters for and Election Rules are available on the Notice Board of the Regional and sub-Regional offices of the Council as well as on the Council's website for information and use of the Voter Members. The Nomination Form for enabling candidates to file their candidature alongwith the format of Chartered Accountant's Certificate are enclosed for filing up in all respects, due signature and stamping and complying with provisions of the Election Rules.

These duly filled in forms must be submitted to the office of the undersigned i.e. **UTPAL KUMAR ACHARYA, JOINT DGFT, OFFICE OF THE ADDITIONAL DIRECTOR GENERAL OF FOREIGN TRADE, 4, ESPLANADE EAST, KOLKATA - 700069. The last date for submission shall be 5.00 P.M., 13<sup>th</sup> December, 2019.** The closed envelope containing the nomination along with other Annexures should be superscribed with **"Nomination for the Vice President, CAPEXIL for the year 2019-20."**

Thanking you,

Yours faithfully,

(UTPAL KUMAR ACHARYA)  
JOINT DGFT & CHAIRMAN OF ELECTION COMMITTEE, CAPEXIL

**Encl.:**

- i. Prescribed Nomination Form (ANNEXURE-A)
- ii. A specimen format of Chartered Accountant's Certificate (ANNEXURE: A-I)
- iii. Undertaking for DEL status on the letterhead as Annexure A-2.

**To**  
**All Eligible members of CoA of CAPEXIL**