



**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  
(P): 033- 22545908, (E): utpal.acharya@nic.in

Ref. No.: JDGFT(UKA)/Kol/CAPEXIL Election(VP)/2021-22/

Dated: 12<sup>th</sup> January, 2022

**NOTICE**

**Sub.: Invitation for Nomination for the position of Vice President of CAPEXIL for the year 2021-22**

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 nominated by the Government of India, Ministry of Commerce & Industry, Directorate General of Foreign Trade, as Chairman of the Election Committee of CAPEXIL for conducting election of Vice President of CAPEXIL through e-Voting for the year 2021-22 and the same has been communicated to CAPEXIL vide letter No. MISC.-1/Admn./2018 dated 07th October, 2021.

It is hereby informed that the election process for the position of Vice President of CAPEXIL has started. Further, in terms of the Election's Bye laws and Rules, the List of Voters and Election Rules are available on the Notice Board of the Head Office and 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 along with Annexures are enclosed for filing up in all respects duly signed and stamped in compliance with the provisions of the Election Rules.

The scanned copy of duly filled-in Nomination Form, (signed, stamped and completed in all respects) along with all requisite documents must be forwarded in [utpal.acharya@nic.in](mailto:utpal.acharya@nic.in) and same copy to [evoting@capexil.in](mailto:evoting@capexil.in) in the wake of COVID- 19 as pandemic. **The last date for submission shall be 5.00 P.M., 21<sup>st</sup> January, 2022.** However, nominee may submit Original/Scanned Nomination form along with Annexures to the office of the undersigned i.e. **MR. UTPAL KUMAR ACHARYA, JOINT DGFT, OFFICE OF THE ADDITIONAL DIRECTOR GENERAL OF FOREIGN TRADE, 4, ESPLANADE EAST, KOLKATA – 700069** and the same should be received within aforesaid stipulated time in case they have not submitted these documents via email.

The email/document containing the nomination along with other Annexures should be superscribed with **“Nomination for the VICE PRESIDENT, CAPEXIL, Election for the year 2021-22.”**

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

**Encl.:**

- i. Prescribed Nomination Form as per Annexure-A
- ii. A specimen format of Chartered Accountant's Certificate as per Annexure: A-1
- iii. Undertaking for DEL status on the letterhead as per Annexure: A-2

**TO,  
All Eligible Members of CoA of CAPEXIL for 2021-22.**