



अति महत्वपूर्ण

एफ.संख्या.बी-20019/1/2022-एचआरएम-पार्ट (1)/406-431

20/07/2023

परिपत्र

विषय: भाविप्रा में श्रमिक संघ (ट्रेड यूनियन) का जनमत संग्रह

दिनांक 17-02-2023 के समसंख्यक परिपत्र के अनुसरण में, भाविप्रा में कार्यरत यूनियनों से श्रमिक संघ (ट्रेड यूनियन) जनमत संग्रह में भाग लेने हेतु सम्मती माँगी गई तथा उप मुख्य श्रम आयुक्त (केंद्रीय) -सह- रिटर्निंग अधिकारी, नई दिल्ली द्वारा पत्र क्रमांक ND.11(01)/2023-VFN. दिनांक 07-07-2023 द्वारा जारी अधिसूचना के तहत यह सूचित किया जाता है कि गुप्त मतपत्र चुनाव के माध्यम से भाविप्रा में सक्रिय श्रमिक संघों की सदस्यता का सत्यापन मुख्य श्रम आयुक्त (केंद्रीय) -सह- रिटर्निंग ऑफिसर नई दिल्ली 28 अगस्त, 2023 (सोमवार) की देखरेख में होने वाला है, जिसमें निम्नलिखित ट्रेड यूनियन चुनाव लड़ेंगे:

क्र.	पंजीकरण संख्या के साथ श्रमिक संघ (ट्रेड यूनियन) का नाम	प्रतीक
I.	एयरपोर्ट्स अथॉरिटी एम्पलाइज यूनियन [पंजीकरण सं. 3515]	
II.	एयरपोर्ट्स अथॉरिटी कर्मचारी यूनियन [पंजीकरण सं. 4484]	
III.	इन्डियन एयरपोर्ट्स कामगार यूनियन [पंजीकरण सं. 3950]	

गुप्त मतपत्र चुनाव की अनुसूची/तौर-तरीके सीएलसी (सी) सह रिटर्निंग ऑफिसर, नई दिल्ली द्वारा 23-06-2023 और 30-06-2023 को बैठकों के दौरान चुनाव लड़ने वाले यूनियनों के साथ उचित विचार-विमर्श के बाद अनुबंध- I में संलग्न है। चुनाव लड़ने वाली यूनियनों द्वारा पालन की जाने वाली आचार संहिता अनुबंध- II में संलग्न है।

(निवेदिता दुबे)

महाप्रबंधक (मानव संसाधन)

अनुलग्नक: उपरोक्त अनुसार

वितरण

- क्षेत्रीय कार्यपालक निदेशक, उत्तरी क्षेत्र/ पश्चिमी क्षेत्र/ दक्षिणी क्षेत्र/ पूर्वी क्षेत्र/ उत्तर पूर्वी क्षेत्र
- हवाई अड्डा निदेशक, चेन्नई हवाई अड्डा, एनएससीबीआईए कोलकाता
- कार्यपालक निदेशक, आरसीडीयू, एफआईयू
- प्रिंसिपल, सीएटीसी
- निदेशक, आईएए
- महाप्रबंधक, सीआरएसडी/ ई एण्ड एम वर्कशॉप

आंतरिक वितरण

- भाविप्रा अध्यक्ष महोदय के विशेष कार्य अधिकारी
- भाविप्रा के सदस्य योजना / (मा.स) / (एएनएस) / (प्रचालन) / (वित्त) / सीवीओ के ई.स
- कार्यपालक निदेशक (मा.स) / कार्यपालक निदेशक प्रशासन के पी.एस

प्रतिलिपि : जीएस, एईयू/ जीएस, एकेयू/ जीएस, आईकेयू

Through email

भारत सरकार
श्रम एवं रोजगार मंत्रालय
उप-मुख्य श्रमायुक्त (केन्द्रीय) कार्यालय
श्रमेव जयते भवन, प्लॉट न. जी-4, सेक्टर-10, द्वारका, नई दिल्ली-110075
No. ND.11(01)/2023-VFN.

Dated: 07.07.2023

Corrigendum

Sub: Verification of membership of trade unions through secret Ballot operating in Airports Authority of India-reg.

In continuation to this office letter of even no. dated 7.7.2023 vide which instructions/modalities for holding secret ballot election in the establishment of Airports Authority of India were issued, the name of union inadvertently mentioned as Airport Authority Kamgar Union at page 1 5th para 4th line may be read as '**Indian Airports Kamgar Union**'.

In compliance of the order No.32(22)/2022/Vfn. Dated 09.06.2023 of the Chief Labour Commissioner (Central), New Delhi the membership verification of Trade Unions/federations in Airports Authority of India shall be held on 28.8.2023 as per the following revised Programme/modalities by way of secret ballot election as consensually agreed during the meetings held on 23.6.2023 and 30.06.2023 with the Management of Airports Authority of India and the representatives of unions working in the establishment of Airports Authority of India.

RETURNING OFFICER

Dr. Ram Gopal Meena, Dy. Chief Labour Commissioner(C), New Delhi.

ASSISTANT RETURNING OFFICERS (ARO)

AROs shall be appointed by the Chief Labour Commissioner (C), New Delhi for each booth which shall be published by 28.07.2023. The AROs so appointed shall be responsible for conducting election in the respective booth as per instructions issued from time to time by the Returning Officer in coordination with the respective representatives of the management of Airports Authority of India.

NODEL /ASSISTANT NODAL OFFICER

The Management shall appoint a Nodal officer and Assistant Nodal Officer for each booth for implementing the instructions issued by the Returning Officer from time to time with respect to conducting verification of membership of trade unions smoothly.

PARTICIPATING UNIONS FOR ELECTION

The Following trade unions declared eligible for participating in the forthcoming Trade Union Election 2023 and shall participate in election on 28.08.2023.

1. Airports Authority Employees' Union
2. Airports Authority Karamchhari Union
3. Indian Airports Kamgar Union

DATE AND TIMINGS OF POLLING

The Election shall be held on 28th August, 2023 from 0630 am to 2000 hrs.


7/7/23

QUALIFICATION OF VOTERS

Only regular workman who are on the muster roll of Airports Authority of India as on 1.8.2023 at the level of NE-1 to NE-10 and non executive/workmen holding the scale of Rs 20600-46500 (pre revised) in the grade of E-2, or granted scale of E 3 or E 4 under SRS (but not granted executive designation) and Assistant Manager under FCS are eligible to vote. The voter list shall be published by the management on or before 14.07.2023. The objections/corrections if any may be submitted to the management by the unions/individual till 1700 hrs on 21.07.2023. The final Voters List shall be published latest by 02.08.2023.

VOTING IN ELECTION

- a. A workman shall cast his vote by marking the rubber stamp (cross sign) meant for the purpose in the column against the name of the union secretly on the ballot paper duly issued to him by the Presiding Officer. If the mark of the stamp crosses the line between the columns of two unions and the intention of the voter is not clear, the vote shall be declared invalid.
- b. If a workman cast more than one votes, the ballot paper shall be declared invalid.
- c. The ballot paper without the signature of Presiding/Polling officer shall be declared invalid.
- d. Every workman is required to show his/her valid Photo Identity Card at the time of casting his/her vote.

POSTAL BALLOT

All the postal ballot papers shall be signed by the Assistant Returning Officer at New Delhi and the management of AAI shall distribute the same to the respective RHQ of AAI in sealed cover.

APPOINTMENT OF PRESIDING /POLLING OFFICER

The Management of AAI shall appoint the competent officers as presiding/polling officers for each booth and publish the list of such officers with the prior approval by the Returning Officer latest by 2.8.2023. These officers shall be responsible for conducting the election according to the instructions given by the RO/ARO.

COUNTING OF VOTES

The counting of votes shall start at 2030 hrs on 28.08.2023 in the Polling/Counting Booths under the supervision of ARO in the presence of authorized agents of the participating unions. A union may authorize only one agent from amongst the voter list published by the management to be present in counting. The presiding/polling officers shall be responsible for counting of votes. The counting officer will show sealed ballot boxes to the candidates/agents before opening the box and he will also explain the mode and procedure for counting of votes. He will sign the Counting sheet and obtain signatures of candidates/agents after recording the total number of votes received by each union and submit to the RO.



ELECTION SCHEDULE

As per annexure "A"

BALLOT BOXES

Adequate number of ballot boxes with its lock and key(with sealing material) will be provided at each polling station by the management.

DECLARATION OF RESULT

The RO shall declare the result of the secret ballot after the counting of votes is over. However the final result shall be declared on 05.09.2023 after counting of postal ballot papers.

SECURITY ARRANGEMENTS ON ELECTION DAY

The Management of AAI shall ensure adequate security arrangements during the election to maintain law and order in the establishment.

SPECIAL INSTRUCTIONS FOR UNIONS

1. The names of the unions shall be in English alphabetical order in the ballot in Hindi, English and one regional language.
2. The union will give the name of his agent in writing to the management latest by 17.08.2023.
3. The unions and their agents shall be responsible for maintaining an orderly and disciplined behavior.
4. Defacing of the building walls by sticking posters, placards etc is not allowed.
5. Unions and their supporters will maintain peace and discipline both inside the establishment.
6. Canvassing shall not be allowed 24 hours before the actual date and time of polling.
7. Mobile & Cameras are not allowed during the Polling and Counting.


(DR.R.G.MEENA)

Returning Officer and
Deputy Chief Labour Commissioner(Central)
New Delhi

Copy to

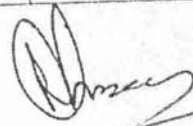
1. The Chief Labour Commissioner (Central), New Delhi w.r.t. his letter No. 32(22)/2022-Vfn. dated 9.6.2023 for information.
2. The Chairman, Airport Authority of India, C-Block, Rajiv Gandhi Bhawan, Safdarjung Airport, New Delhi-110003.
3. The General Secretary, Airports Authority Employees' Union, T-3 /1-4, Pocket-B, INA Colony, New Delhi-110023.
4. The General Secretary, Airports Authority Karamchari Union, B-37, Airport Apartment, Vikas Puri, Near Galaxy Market, New Delhi-110018.
5. The General Secretary, Indian Airports Kamgar Union, CHQ Office, Safdarjung Airport(Near O/O ED (Engg.) ER/ Exit Gate), Airports Authority of India, New Delhi-110003.

Annexure-A

MEMBERSHIP VERIFICATION OF TRADE UNIONS -2023 IN AAI

Sl.No.	Details	Date(Day)	Time
1.	Date of eligibility of voters	1.8.2023	1700 hrs
2.	Providing voter list(region wise) to the unions	14.7.2023	1700 hrs
3.	Unions objection on voter list(within 5 days)	21.7.2023	1700hrs
4.	Decision of Returning Officer on the objections of unions on voters list.	26.7.2023	1700hrs
5.	Filing of nomination and symbols	06.07.2023	1700hrs
6.	Nomination paper final scrutiny completion	7.7.2023	1700hrs
7.	Symbol finalization/withdrawal of nomination(if any)	7.7.2023	1700hrs
8.	Display of final nomination list alongwith symbol.(After withdrawal, if any)	7.7.2023	1700 hrs
9.	Providing final voter list to unions and AAI offices	2.8.2023	1700hrs
10.	Sample ballot paper to be provided by Management to the unions	27.7.2023	1600hrs
11.	Name of agents to be submitted by contesting unions	17.08.2023	1600 hrs
12.	Campaigning stops	26.08.2023	18.00 hrs
13.	Polling Date & time	28.08.2023	0630 hrs to 2000hrs
14.	Counting Date and time	28.08.2023	2030 hrs onwards
15.	Counting of Postal ballots & declaration of final result.	05.09.2023	

-4-


07/7/23

ट्रेड यूनियन जनमत संग्रह-2023

आचार संहिता

- ए. "आचार संहिता" चुनाव के घोषणा की तारीख अर्थात् 30.06.2023 से लागू होती है, जैसा कि उप मुख्य श्रम आयुक्त (केंद्रीय) -सह- चुनाव अधिकारी, नई दिल्ली के दिनांक 07.07.2023 के पत्र संख्या एनडी.11(01)/2023-वीएफएन द्वारा अधिसूचित किया गया है।
- बी. एएआई कर्मचारी (आचरण, अनुशासन और अपील) विनियम, 2003 के प्रावधानों और इन तौर-तरीकों सहित चुनाव अधिकारी द्वारा जारी संबंधित निर्देशों का पालन करने के अलावा, सभी चुनाव लड़ने वाली यूनियने चुनाव प्रक्रिया के दौरान "आचार संहिता" के प्रावधानों का पालन करेंगी।
- सी. कोई भी चुनाव लड़ने वाली यूनियन मतदाताओं से धर्म, राजनीति, जाति, समुदाय, क्षेत्र और भाषा आदि के आधार पर कोई अपील नहीं करेगी।
- डी. कोई भी चुनाव लड़ने वाली यूनियन या उसके पदाधिकारी / प्रतिनिधि ऐसी किसी भी गतिविधि में शामिल नहीं होंगे जिससे विभिन्न श्रेणियों, कैडरों, समुदायों, धर्मों आदि के बीच तनाव / दरार पैदा हो।
- इ. प्रतिद्वंद्वी यूनियनों की आलोचना उनकी नीतियों, कार्यक्रमों और काम के पिछले रिकॉर्ड तक ही सीमित होनी चाहिए। प्रचार के दौरान किसी व्यक्ति / पदाधिकारियों के निजी जीवन और एएआई के कामकाज से असंबद्ध गतिविधियों का मुद्दा नहीं उठाया जाएगा।
- एफ. असत्यापित बयानों के आधार पर अन्य यूनियनों या उसके पदाधिकारियों या उनके कार्यकर्ताओं की आलोचना नहीं की जाएगी।
- जी. ऐसे निर्वाचित जन प्रतिनिधियों द्वारा प्रचार करने की अनुमति नहीं है जो किसी भी प्रतिस्पर्धी यूनियन या राष्ट्रीय संघ में पदधारित नहीं हैं।
- एच. मतदान केंद्रों के 100 मीटर के भीतर चुनाव प्रचार और मतदान की वास्तविक तिथि और समय से 24 घंटे पहले सार्वजनिक बैठकें आयोजित करने की अनुमति नहीं दी जाएगी।
- आई. किसी भी एएआई कर्मियों को किसी विशेष तरीके से वोट देने के लिए डराने-धमकाने, मजबूर करने या दबाव डालने की अनुमति नहीं है।
- जे. आग्नेयास्त्र, हथियार रखने, नारे लगाने, सांप्रदायिक / राजनीतिक / धार्मिक भावनाएं भड़काने की अनुमति नहीं है।
- के. चुनाव लड़ने वाली यूनियनों को काम के घंटों के दौरान कोई भी बैठक आयोजित करने की अनुमति नहीं है।
- एल. चुनाव लड़ने वाली यूनियनें प्रभारी अधिकारी की पूर्व अनुमति से दोपहर के भोजन के दौरान गेट मीटिंग (केवल एक ही स्थान / कार्यालय / हवाई अड्डे पर अधिकतम दो बैठकों तक सीमित) आयोजित कर सकती हैं। चुनाव के 24 घंटे के भीतर किसी भी गेट मीटिंग की अनुमति नहीं दी जाएगी। यदि किसी विशेष दिन / समय पर बैठक

निवेदिता

आयोजित करने के लिए एक से अधिक प्रतिस्पर्धी यूनियनों से सूचना प्राप्त होती है, तो प्रभारी अधिकारी का निर्णय अंतिम और बाध्यकारी होगा।

- एम. उपहार / नकद / वस्तु का वितरण सख्त वर्जित है।
- एन. चुनाव लड़ने वाली यूनियनों इमारतों / कार्यालय परिसरों को बैनर, पोस्टर, तख्तियां लगाकर, कार्यालय की दीवारों / कालोनियों के शीशों पर लेखन सहित स्टिकर चिपकाकर आदि नहीं बिगाड़ेंगी। चुनाव लड़ने वाली यूनियनों इस संबंध में पत्र संख्या बी-20019/1/2022-एचआरएम-भाग (1)/369-389 दिनांक 14.07.2023 द्वारा जारी निर्देशों का सख्ती से पालन करेगी। प्रशासन चुनाव लड़ने वाली यूनियनों को पोस्टर / प्रचार सामग्री चिपकाने के लिए उचित स्थान उपलब्ध कराएगा / निर्धारित करेगा। उपलब्ध कराए गए / निर्दिष्ट स्थान के अलावा लगाए गए किसी भी पोस्टर को आचार संहिता का उल्लंघन माना जाएगा और प्रशासन को चुनाव लड़ने वाले यूनियन को कोई सूचना दिए बिना इसे हटाने का अधिकार है। चुनाव संपन्न होने के बाद चुनाव लड़ने वाली यूनियन अपने पोस्टर आदि हटा लेंगी।
- ओ. प्रचार के दौरान पोस्टरों में वर्तमान और पूर्व राष्ट्रीय नेताओं, यूनियन प्रतिनिधियों, एएआई अधिकारियों आदि की तस्वीरों के प्रति कोई अनादर नहीं दिखाया जाएगा।
- पी. चुनाव लड़ने वाली यूनियनो के सभी अधिकृत मतदान एजेंटों के पास मतदान केंद्र क्षेत्र में प्रवेश करते समय वैध पहचान पत्र (पीठासीन अधिकारी द्वारा जारी) होना चाहिए।
- क्यू. मतदाताओं को छोड़कर, पीठासीन अधिकारी द्वारा जारी वैध पास के बिना किसी भी व्यक्ति को मतदान केंद्र में प्रवेश करने की अनुमति नहीं दी जाएगी।
- आर. किसी भी एएआई कर्मचारी या यूनियनों के प्रतिनिधियों को प्रचार / प्रचार के लिए कोई विशेष छुट्टी, दौरा आदि की अनुमति नहीं दी जाएगी।
- एस. चुनाव प्रचार के दौरान कोई भी अन्य गतिविधि जो असंगत, प्रतिकूल, यूनियन गतिविधियों के मान्यता प्राप्त क्षेत्र के विपरीत, शांति और सार्वजनिक शांति के खिलाफ हो, निषिद्ध होगी।
- टी. किसी भी कार्यपालक को यूनियन की ओर से प्रचार / मतदान / मतगणना में भाग लेने की अनुमति नहीं है, अन्यथा ऐसे अधिकारी एएआई कर्मचारी (आचरण, अनुशासन और अपील) विनियम, 2003 के अनुसार कार्रवाई के लिए उत्तरदायी होंगे।
- यू. मतदाताओं, मतदान एजेंटों और यूनियनों के प्रतिनिधियों द्वारा मोबाइल फोन, कैमरा, वीडियो कैमरा, टैबलेट, नोटबुक या किसी अन्य इलेक्ट्रॉनिक गैजेट का उपयोग मतदान केंद्र के साथ-साथ मतगणना हॉल / कक्ष के अंदर सख्ती से प्रतिबंधित है। स्विच-ऑफ मोड में भी ऐसी वस्तुओं को मतदान केंद्र के अंदर लाने की अनुमति नहीं है।
- वी. कार्यालय परिसर, टर्मिनल भवनों, यात्री क्षेत्रों और अन्य संवेदनशील क्षेत्रों में लाउडस्पीकर का उपयोग/ ढोल आदि बजाना सख्त वर्जित है।

निवेदिता



CIRCULAR

Sub: Trade Unions Referendum in AAI

Pursuant to Circular of even No. dated 17-02-2023, seeking willingness from the unions operating in AAI to participate in trade unions referendum, and notification issued by the Deputy Chief Labour Commissioner (Central) -cum- Returning Officer, New Delhi vide letter No. ND.11(01)/2023-VFN. dated 07-07-2023, this is to apprise that the verification of membership of trade unions operating in AAI through Secret Ballot Election is scheduled to be held under the supervision of the Dy. Chief Labour Commissioner (Central) -cum- Returning Officer, New Delhi on 28th August, 2023 (Monday), wherein the following trade unions will be contesting:

S.No.	Name of the Trade Union with Registration Number	Symbol
I.	एयरपोर्ट्स अथॉरिटी एम्पलाइज यूनियन [पंजीकरण सं. 3515] Airports Authority Employees' Union [Regd. No. 3515]	
II.	एयर पोर्ट्स अथोरिटी कर्मचारी यूनियन [पंजीकरण सं. 4484] Airports Authority Karamchari Union [Regd. No. 4484]	
III.	इन्डियन एयरपोर्ट्स कामगार यूनियन [पंजीकरण सं. 3950] Indian Airports Kamgar Union [Regd. No. 3950]	

The schedule / modalities of Secret Ballot Election issued by the Dy. CLC(C) cum Returning Officer, New Delhi after due deliberation with the contesting unions during meetings on 23-06-2023 and 30-06-2023 is enclosed at Annexure-I. The Code of Conduct to be observed by the contesting unions is enclosed at Annexure-II.

(Nivedita Dubey)
General Manager (HR)

Encl.: As above

Distribution

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श्रम एवं रोजगार मंत्रालय
उप-मुख्य श्रमायुक्त (केन्द्रीय) कार्यालय
श्रमेव जयते भवन, प्लॉट न. जी-4, सेक्टर-10, द्वारका, नई दिल्ली-110075
No. ND.11(01)/2023-VFN.

Dated: 07.07.2023

Corrigendum

Sub: Verification of membership of trade unions through secret Ballot operating in Airports Authority of India-reg.

In continuation to this office letter of even no. dated 7.7.2023 vide which instructions/modalities for holding secret ballot election in the establishment of Airports Authority of India were issued, the name of union inadvertently mentioned as Airport Authority Kamgar Union at page 1 5th para 4th line may be read as 'Indian Airports Kamgar Union'.

In compliance of the order No.32(22)/2022/Vfn, Dated 09.06.2023 of the Chief Labour Commissioner (Central), New Delhi the membership verification of Trade Unions/federations in Airports Authority of India shall be held on 28.8.2023 as per the following revised Programme/modalities by way of secret ballot election as consensually agreed during the meetings held on 23.6.2023 and 30.06.2023 with the Management of Airports Authority of India and the representatives of unions working in the establishment of Airports Authority of India.

RETURNING OFFICER

Dr. Ram Gopal Meena, Dy. Chief Labour Commissioner(C), New Delhi.

ASSISTANT RETURNING OFFICERS (ARO)

AROs shall be appointed by the Chief Labour Commissioner (C), New Delhi for each booth which shall be published by 28.07.2023. The AROs so appointed shall be responsible for conducting election in the respective booth as per instructions issued from time to time by the Returning Officer in coordination with the respective representatives of the management of Airports Authority of India.

NODEL /ASSISTANT NODAL OFFICER

The Management shall appoint a Nodal officer and Assistant Nodal Officer for each booth for implementing the instructions issued by the Returning Officer from time to time with respect to conducting verification of membership of trade unions smoothly.

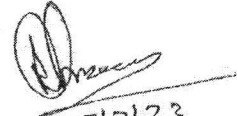
PARTICIPATING UNIONS FOR ELECTION

The Following trade unions declared eligible for participating in the forthcoming Trade Union Election 2023 and shall participate in election on 28.08.2023.

1. Airports Authority Employees' Union
2. Airports Authority Karamchhari Union
3. Indian Airports Kamgar Union

DATE AND TIMINGS OF POLLING

The Election shall be held on 28th August, 2023 from 0630 am to 2000 hrs.


7/7/23

QUALIFICATION OF VOTERS

Only regular workman who are on the muster roll of Airports Authority of India as on 1.8.2023 at the level of NE-1 to NE-10 and non executive/workmen holding the scale of Rs 20600-46500 (pre revised) in the grade of E-2, or granted scale of E 3 or E 4 under SRS (but not granted executive designation) and Assistant Manager under FCS are eligible to vote. The voter list shall be published by the management on or before 14.07.2023. The objections/corrections if any may be submitted to the management by the unions/individual till 1700 hrs on 21.07.2023. The final Voters List shall be published latest by 02.08.2023.

VOTING IN ELECTION

- a. A workman shall cast his vote by marking the rubber stamp (cross sign) meant for the purpose in the column against the name of the union secretly on the ballot paper duly issued to him by the Presiding Officer. If the mark of the stamp crosses the line between the columns of two unions and the intention of the voter is not clear, the vote shall be declared invalid.
- b. If a workman cast more than one votes, the ballot paper shall be declared invalid.
- c. The ballot paper without the signature of Presiding/Polling officer shall be declared invalid.
- d. Every workman is required to show his/her valid Photo Identity Card at the time of casting his/her vote.

POSTAL BALLOT


All the postal ballot papers shall be signed by the Assistant Returning Officer at New Delhi and the management of AAI shall distribute the same to the respective RHQ of AAI in sealed cover.

APPOINTMENT OF PRESIDING /POLLING OFFICER

The Management of AAI shall appoint the competent officers as presiding/polling officers for each booth and publish the list of such officers with the prior approval by the Returning Officer latest by 2.8.2023. These officers shall be responsible for conducting the election according to the instructions given by the RO/ARO.

COUNTING OF VOTES

The counting of votes shall start at 2030 hrs on 28.08.2023 in the Polling/Counting Booths under the supervision of ARO in the presence of authorized agents of the participating unions. A union may authorize only one agent from amongst the voter list published by the management to be present in counting. The presiding/polling officers shall be responsible for counting of votes. The counting officer will show sealed ballot boxes to the candidates/agents before opening the box and he will also explain the mode and procedure for counting of votes. He will sign the Counting sheet and obtain signatures of candidates/agents after recording the total number of votes received by each union and submit to the RO.


21/7/23

ELECTION SCHEDULE

As per annexure "A"

BALLOT BOXES

Adequate number of ballot boxes with its lock and key(with sealing material) will be provided at each polling station by the management.

DECLARATION OF RESULT

The RO shall declare the result of the secret ballot after the counting of votes is over. However the final result shall be declared on 05.09.2023 after counting of postal ballot papers.

SECURITY ARRANGEMENTS ON ELECTION DAY

The Management of AAI shall ensure adequate security arrangements during the election to maintain law and order in the establishment.

SPECIAL INSTRUCTIONS FOR UNIONS

1. The names of the unions shall be in English alphabetical order in the ballot in Hindi, English and one regional language.
2. The union will give the name of his agent in writing to the management latest by 17.08.2023.
3. The unions and their agents shall be responsible for maintaining an orderly and disciplined behavior.
4. Defacing of the building walls by sticking posters, placards etc is not allowed.
5. Unions and their supporters will maintain peace and discipline both inside the establishment.
6. Canvassing shall not be allowed 24 hours before the actual date and time of polling.
7. Mobile & Cameras are not allowed during the Polling and Counting.


(DR.R.G.MEENA) 7/7/23

Returning Officer and
Deputy Chief Labour Commissioner(Central)
New Delhi

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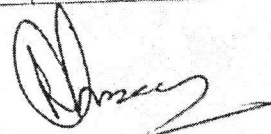
1. The Chief Labour Commissioner (Central), New Delhi w.r.t. his letter No. 32(22)/2022-Vfn. dated 9.6.2023 for information.
2. The Chairman, Airport Authority of India, C-Block, Rajiv Gandhi Bhawan, Safdarjung Airport, New Delhi-110003.
3. The General Secretary, Airports Authority Employees' Union, T-3 /1-4, Pocket-B, INA Colony, New Delhi-110023.
4. The General Secretary, Airports Authority Karamchari Union, B-37, Airport Apartment, Vikas Puri, Near Galaxy Market, New Delhi-110018.
5. The General Secretary, Indian Airports Kamgar Union, CHQ Office, Safdarjung Airport(Near O/O ED (Engg.) ER/ Exit Gate), Airports Authority of India, New Delhi-110003.

Annexure-A

MEMBERSHIP VERIFICATION OF TRADE UNIONS -2023 IN AAI

Sl.No.	Details	Date(Day)	Time
1.	Date of eligibility of voters	1.8.2023	1700 hrs
2.	Providing voter list(region wise) to the unions	14.7.2023	1700 hrs
3.	Unions objection on voter list(within 5 days)	21.7.2023	1700hrs
4.	Decision of Returning Officer on the objections of unions on voters list.	26.7.2023	1700hrs
5.	Filing of nomination and symbols	06.07.2023	1700hrs
6.	Nomination paper final scrutiny completion	7.7.2023	1700hrs
7.	Symbol finalization/withdrawal of nomination(if any)	7.7.2023	1700hrs
8.	Display of final nomination list alongwith symbol.(After withdrawal, if any)	7.7.2023	1700 hrs
9.	Providing final voter list to unions and AAI offices	2.8.2023	1700hrs
10.	Sample ballot paper to be provided by Management to the unions	27.7.2023	1600hrs
11.	Name of agents to be submitted by contesting unions	17.08.2023	1600 hrs
12.	Campaigning stops	26.08.2023	18.00 hrs
13.	Polling Date & time	28.08.2023	0630 hrs to 2000hrs
14.	Counting Date and time	28.08.2023	2030 hrs onwards
15.	Counting of Postal ballots & declaration of final result.	05.09.2023	

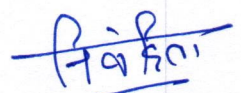
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07/7/23

TRADE UNIONS REFERENDUM -2023

CODE OF CONDUCT

- a. "Code of Conduct" comes into force from the date of declaration of election i.e., 30.06.2023, as notified by the Deputy Chief Labour Commissioner (Central) -cum- Returning Officer, New Delhi vide letter No. ND.11(01)/2023-VFN. dated 07.07.2023.
- b. Apart from adhering to provisions of AAI Employees (Conduct, Discipline and Appeal) Regulations, 2003 and related instructions issued by Returning Officer including these modalities, all contesting unions shall obey the provisions of "Code of Conduct" during the course of the election process.
- c. Any contesting union shall NOT make any appeal to voters on grounds of religion, politics, caste, community, region and language etc.
- d. Any contesting union or its office bearers/representatives shall NOT indulge in any activity which may cause tension/rift amongst different categories, cadres, communities, religions etc.
- e. Criticism of rival unions should be confined to their policies, programmes and past records of work. Private life of individual/office bearers and activities not connected with the functioning of AAI shall NOT be raised during canvassing.
- f. Criticism of other unions or its office bearers or their workers based on unverified statements shall not be made.
- g. Campaigning by elected public representatives who are not holding post in any of the contesting unions or National Federations is not permitted.
- h. Electioneering within 100 meters of polling booths and holding public meetings shall NOT be allowed 24 hours before the actual date and time of polling.
- i. Intimidation of any type, threatening, coercing or forcing any AAI workmen to vote in a particular manner is not permitted.
- j. Possession of fire-arms, arms, slogan shouting, inciting communal / political / religious passions is NOT permitted.
- k. Contesting unions are NOT permitted to hold any meetings during working hours.
- l. Contesting unions may convene gate meetings (restricted to maximum of two meetings only at same venue / office / airport) during lunch hours with prior permission of the Officer-in-Charge. No gate meeting shall be allowed within 24 hours of election. In case, intimation is received from more than one contesting unions for holding meeting on any particular day/time, the decision of the Officer-in-Charge shall be final and binding.



- m. Distribution of gifts / cash / kind is strictly prohibited.
- n. The contesting unions shall NOT deface the buildings / office premises by placing banners, posters, placards, pasting stickers including writing on the walls/glass of office and other buildings in colonies, etc. The contesting unions shall strictly follow the instructions issued vide letter No. B-20019/1/2022-HRM-Part (1)/369-389 dated 14.07.2023 in this regard. The Administration would provide/designate appropriate space for pasting of posters/campaigning material to the contesting unions. Any poster placed other than the provided / designated space shall attract violation of Code of Conduct and the Administration has the right to remove the same without any intimation to the contesting union. After completion of the elections, the contesting unions shall remove their posters, etc.
- o. No disrespect shall be shown to pictures of present and past national leaders, union representatives, AAI Officers, etc. in the posters during canvassing
- p. All authorized Polling agents of the contesting unions shall be in possession of valid identification cards (issued by the Presiding Officer) while entering polling booth area.
- q. Except the voters, individuals without a valid pass issued by the Presiding Officer shall NOT be allowed to enter the polling booth.
- r. No special leave, tour etc. for campaigning/canvassing shall be allowed to any AAI employees or representatives of unions.
- s. Any other activity during electioneering which is extraneous, repugnant, contrary to the recognized sphere of union activities, against tranquillity and public peace shall be prohibited.
- t. No executive is allowed to participate in the canvassing / polling / counting from the Union side, as otherwise such executives shall be liable for action in accordance with the AAI Employees (Conduct, Discipline and Appeal) Regulations, 2003.
- u. Use of mobile phones, cameras, video cameras, tablets, notebooks, or any other electronic gadgets by voters, Polling Agents and representatives of unions is strictly prohibited inside the polling booth as well as the counting hall/room. Such items are not allowed inside the Polling Booth even in switched-off mode.
- v. Use of loudspeakers / playing Dhol, etc. in office premises, terminal buildings, passenger areas and other sensitive areas is strictly prohibited.

P. S. Saini