



# CHILDREN WELFARE CENTRE'S CLARA'S COLLEGE OF COMMERCE

ESTABLISHED - 1999 - NAAC ACCREDITED "B" GRADE (2016-2021)

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Yari Road, Versova, Mumbai - 400 061

Ref.: CCC/ELC/2023-24/1

Date: 27/06/2023

## OFFICE ORDER

### Introduction:

As per the instructions from the University, an **Electoral Literacy Club (ELC)** has been constituted for the Academic Year 2023-24. This club will provide a platform to engage students through various activities and hands-on experience to sensitize them on their electoral rights and familiarize them with the electoral process of registration and voting. Through ELC, Election Commission of India, aims at strengthening the culture of electoral participation among young and future voters.

### Objectives of the Club:

- 1) To sensitize students regarding their constitutional voting right.
- 2) To organize programmes to create awareness about the process of registration as a voter.
- 3) To participate in the actual process of casting votes by young and future voters.

### Members of the Electoral Literacy Club:

Sr. No.	Name of the Member	Designation	Signature
1	Dr. Madhukar Gitte	Chairman	
2	Mr. Amit Bansod	Vice-Chairman	
3	Mr. Surendra Chaudhary	Member	
4	Mrs. Ruchita Pandhare	Member	
5	Ms. Neeta Wadhvani	Member	
6	Mr. Fardeen Khan	Member	
7	Mr. Samar Singh	Member	
8	Ms. Riya Dias	Member	
9	Ms. Zoha Qureshi	Member	

All the members are requested to take note of the same and participate in activities to stimulate and motivate students provoking them to think and register their names as voters and cast their valuable votes. Club should conduct meetings as per the requirements and record to be maintained accordingly.

CC-

- 1) All the concerned Members
- 2) Office Copy.



PRINCIPAL

Principal  
Claras College of Commerce  
Yari Road, Versova,  
Andheri (W), Mumbai-400 061

## CLARA'S COLLEGE OF COMMERCE

YARI ROAD, VERSOVA, ANDHERI (WEST), MUMBAI-61

### Notice for the Meeting of Electoral Literacy Club

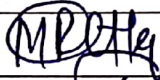
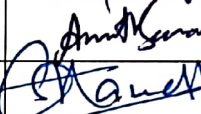


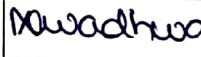
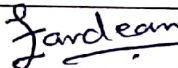
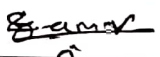

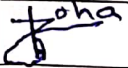
Date: 27.06.2023.

The meeting of the Electoral Literacy Club (ELC) is scheduled on Friday 30.06.2023 at 12.30 pm in Principal's Chamber. All members are requested to attend the same.

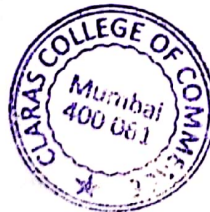
#### Agenda of the Meeting:

- 1) To explain the role and responsibilities of the Electoral Literacy Club.
- 2) To organize activities for students to create awareness among them about voting rights.
- 3) To organize Quiz Competition on Voters Day and the Constitution Day.
- 4) To discuss about students council elections/nominations.
- 5) To discuss about any other matter, if any, with the permission of the Chair.

#### Members of the EL Club:

Sr. No.	Name of the Member	Designation	Signature
1	Dr. Madhukar Gitte	Chairman	
2	Mr. Amit Bansod	Vice-Chairman	
3	Mr. Surendra Chaudhary	Member	
4	Mrs. Ruchita Pandhare	Member	
5	Ms. Neeta Wadhvani	Member	
6	Mr. Fardeen Khan	Member	
7	Mr. Samar Singh	Member	
8	Ms. Riya Dias	Member	
9	Ms. Zoha Qureshi	Member	

All members are requested to remain present for the said meeting.



  
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**CLARA'S COLLEGE OF COMMERCE**  
**YARI ROAD, VERSOVA, ANDHERI (WEST), MUMBAI-61**

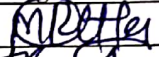
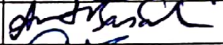
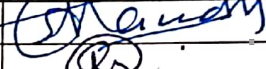

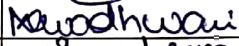
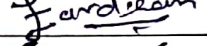
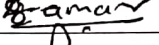

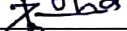
**Minutes of the Electoral Literacy Club Meeting**

The minutes of the meeting of Electoral Literacy Club held on Saturday 30.06.2023 are as under:

**Agenda of the Meeting:**

- 1) To explain the role and responsibilities of the Electoral Literacy Club.
- 2) To organize activities for students to create awareness among them about voting rights.
- 3) To organize Quiz Competition on Voters Day and the Constitution Day.
- 4) To discuss about students council elections/nominations.
- 5) To discuss about any other matter, if any, with the permission of the Chair.

**Members Present for the Meeting:**

Sr. No.	Name of the Member	Designation	Signature
1	Dr. Madhukar Gitte	Chairman	
2	Mr. Amit Bansod	Vice-Chairman	
3	Mr. Surendra Chaudhary	Member	
4	Mrs. Ruchita Pandhare	Member	
5	Ms. Neeta Wadhvani	Member	
6	Mr. Fardeen Khan	Member	
7	Mr. Samar Singh	Member	
8	Ms. Riya Dias	Member	
9	Ms. Zoha Qureshi	Member	

**Discussion and Decision Taken:**

- 1). The role and responsibilities of the Electoral Literacy Club were explained by the Principal to member and asked them to keep the records of all meetings and activities conducted.
- 2) It was decided to organise activities and programmes for students to create awareness among them about their legal voting rights.
- 3) Decided to conduct on-line Quiz Competition for students and faculties about voting rights
- 4) Decided to celebrate the Voters Day, the Constitution Day and other important days.
- 5) There are no elections for Students Council since students are nominated from each class on the merit basis.

CONVENER, ELC



  
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CLARA'S COLLEGE OF COMMERCE

YARI ROAD, VERSOVA, ANDHERI (WEST), MUMBAI-61

Notice for the Meeting of Electoral Literacy Club


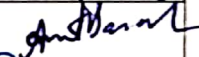
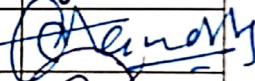
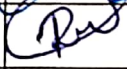
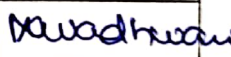
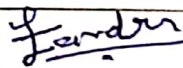
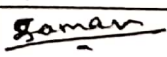

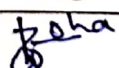
Date: 23.04.2024

The meeting of the Electoral Literacy Club (ELC) is scheduled on Saturday 27.04.2024 at 12.30 pm in Principal's Chamber. All members are requested to attend the same.

Agenda of the Meeting:

1. To review and approve the minutes of the previous meeting.
2. To take review of activities conducted so far to create awareness about voters rights and responsibilities.
3. To celebrate national and international days to sensitize students about the importance of these days.
4. To plan activities to be conducted by the EL Club in the next Academic Year.
5. To discuss any other matter with the permission of the Chair.

Members of the EL Club:

Sr. No.	Name of the Member	Designation	Signature
1	Dr. Madhukar Gitte	Chairman	
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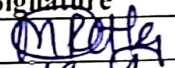



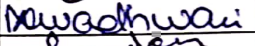
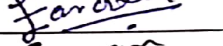
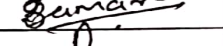
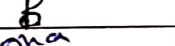
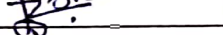
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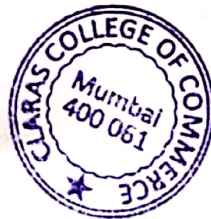
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5	Ms. Neeta Wadhvani	Member	
6	Mr. Fardeen Khan	Member	
7	Mr. Samar Singh	Member	
8	Ms. Riya Dias	Member	
9	Ms. Zoha Qureshi	Member	

**Discussion and Decisions Taken:**

1. The minutes of the previous meeting were reviewed and approved by the members.
2. Review of activities conducted was taken. Various activities and quiz competitions were conducted to create awareness among students about their legal rights, responsibilities and provisions made in the Indian Constitution.
3. It was decided to celebrate all important days to know the importance of these days.
4. It was also decided to conduct various activities, programmes and to celebrate important days regarding constitution, rights and duties of citizens, human rights and voters awareness.
5. Meeting was ended with vote of thanks extended by the convener of the cell.

CONVENER, ELC



  
PRINCIPAL  
Principal  
Claras College of Commerce  
Yari Road, Versova,  
Andheri (W), Mumbai-400 061

