

**FROM THE APOSTOLIC SEE OF MALANKARA METROPOLITAN
DR. JOSEPH MAR THOMA**

Circular No. 196

*Blessings of our Lord Jesus Christ be with the Vicars, Office-Bearers of Parishes, Members of the
Sabha Prathindhi Mandalam, Clergy and the believers of our Church*

Beloved in Christ,

Our Prathinidhi Mandalam is the forum for taking appropriate decisions to enable the Church to carry on its mission effectively. You must have come to understand through the columns of *Sabha Tharaka* that this year's Mandalam meeting is to be held on the 9th, 10th and 11th (Tuesday, Wednesday & Thursday) of September 2014. The assembly will take place at Dr. Alexander Mar Thoma Memorial Auditorium at Tiruvalla. The Sabha Secretary will issue the official notification in this regard.

Given below are the regulations governing the conduct of the elections through ballot, both at the Diocesan level and during the Mandalam meeting: -

1. As elections are to be seen as a solemn responsibility and be conducted with great care, the members of the Mandalam should carry out their duty prayerfully.
2. Those elected should be people who fear God and are of noble character, willing to be partners in fulfilling the mission of the Church, and who can devote time for the same.
3. The Sabha Secretary will publish the voters' list at the Sabha Office on Wednesday, the 9th of July 2014. It will include the names of Mandalam members received till 5.00 p.m. on Tuesday 8th July 2014. The list will be published at the Diocesan Headquarters on Thursday 10th July.
4. Objections, if any, regarding the list must be brought to the attention of the Metropolitan through the respective Diocesan Bishop or the Diocesan Office by 5.00 p.m. on ~~Friday~~ 19th July 2014. The decision of the Metropolitan shall be final.
5. After considering the objections, the final list of voters will be published at the Sabha Office and on the Website of the Church, and the relevant portions at the Diocesan Headquarters by 5.00 p.m. on Thursday 24th July 2014.
6. Copies of the Voters' List can be purchased from the Sabha / Diocesan Offices.
7. In the nomination paper, the names of the candidates and of those who propose and second the candidature, the names of the parishes and the register numbers must be exactly the same as shown in the Voters' List.
8. In the case of the Clergy, however, it will be acceptable if the name of the parish or the institution where he works is shown.
9. No canvassing is permitted on the day of the elections on the premises where elections are held. Admission to the vicinity of the polling booth is restricted to Mandalam members and appointed officials.
10. The Returning Officers shall have the authority to take decisions and give directions regarding the conduct of the elections, subject to the decision of the Metropolitan.
11. Out of those who are elected to the Sabha Council on the basis of Diocesan representation, 50% shall be new members. (In the case of a Diocese electing 5 members, 3 shall be new members and in the case of a Diocese electing 4 members, 2 shall be new members. In the case of a Diocese electing 3 members, 2 shall be new members. If the Diocese is eligible to elect only one member, it shall be a new member).

12. From each diocese, except the Malaysia - Singapore – Australia – New Zealand Diocese, one clergyman and, as lay representatives, one man and one woman shall be elected. In the Dioceses from where four or more members are to be elected, the fourth member shall be the person securing the highest number of votes from among the remaining lay candidates. The fifth member shall be the person securing the highest number of votes from among the remaining clergy and lay candidates taken together.

If at least two members are not elected to the Sabha Council from among those who became members of the Church as a result of the Church's evangelistic work, the Metropolitan will nominate the person/persons securing the highest percentage of votes, so as to have two members in the Sabha Council from this category, but not more than one from any particular diocese.

13. The responsibility over the elections conducted through the Dioceses shall be vested in the concerned Diocesan Bishop. The Diocesan Episcopa shall be free to appoint a Returning Officer if deemed necessary. The Returning Officer so appointed shall discharge his responsibilities subject to the directive of the Diocesan Episcopa and also in accordance with the Church Constitution. Other directives regarding such elections will be given by the Diocesan Bishop.
14. For convenience, in the case of Delhi, Mumbai, Chennai - Bangalore, Malaysia - Singapore - Australia – New Zealand and North America - Europe Dioceses, the elections will be conducted by postal ballot under the responsibility of the concerned Diocesan Bishops with the permission of the Metropolitan.
15. The election from the Gulf region will be conducted by postal ballot under the responsibility of the Metropolitan.
16. The total number of lay members from a Diocese is calculated on the basis of the number of those eligible to be elected from the parishes, those nominated by the Metropolitan and the representatives of the recognized organizations.
17. Those members nominated by the Metropolitan and the representatives of the recognized organizations will be members of the Dioceses to which their respective parishes are attached.
18. The number of members to be elected to the Council from each Diocese in accordance with Clause 164(1) (a) of the Constitution is fixed as given below: -

Sl. No	Diocese	Total No.of lay members envisaged	Number of Council Members
1	Niranam – Maramon	88	4
2	Chengannur – Mavelikkara	88	4
3	Ranny- Nilackal	124	5
4	North America – Europe	63	3
5	Kottarakkara – Punalur	87	4
6	Adoor	78	4
7	Thiruvananthapuram – Kollam	76	4
8	Chennai – Bangalore	55	3
9	Delhi	38	3
10	Kottayam – Kochi	94	4
11	Kunnamkulam – Malabar	58	3
12	Mumbai	50	3
13	Malaysia-Singapore –Australia–New Zealand	13	1
14	Gulf Area	25	1

19. The election procedures shall be so scheduled as to have a gap of two weeks between the dates of the elections conducted at the Diocesan levels and that conducted during the general assembly.
20. The votes polled at the Diocesan level elections shall be counted and the results published at the Diocesan headquarters, and the same shall be reported to the Metropolitan within a week. The Sabha Secretary shall announce the results in the General Assembly and the same shall be recorded in the minutes of the Mandalam meeting.
21. For the election from a Diocese to the Sabha Council, those who propose and second a candidate must be Mandalam members from the respective Diocese / region itself.

Election to the Sabha Council from the Dioceses in Kerala

22. Elections in the Dioceses in Kerala should be conducted as far as possible on Saturday, 9th August 2014. If the election is to be held on a different date, permission for the same must be obtained from the Metropolitan.
23. Nominations in the prescribed form must reach the Diocesan Office concerned before 1.00 p.m. on Saturday 2nd August 2014. The scrutiny of nominations will be held on the same day at 2.00 p.m. at the respective Diocesan Office under the supervision of the Returning Officer and the list of valid nominations will be published at the Diocesan Office at 5 p.m. on the same day.
24. The time for withdrawing nominations shall be till 5.00 p.m. on Tuesday 5th August 2014. The complete list of candidates in its final form will be published at the respective Diocesan Offices at 6.00 p.m. on Tuesday 5th August.
25. If the number of candidates does not exceed the stipulated number to be elected from a particular Diocese, the Returning Officer shall declare the candidates to have been elected.
26. The model of the nomination form to be submitted is sent herewith.

Elections to be held during the Meeting of the Mandalam

27. Elections to the following posts for the period 2014–2017 will be held from 11.00 a.m. to 2.00 p.m. on Thursday, 11th September 2014:–

Sl. No.	Post	Number
1	Sabha Secretary	1
2.	Clergy Trustee	1
3.	Lay Trustee & Treasurer	1
4.	Vaideeka Selection Committee	
	1. Clergy	5
	2. Laity	8

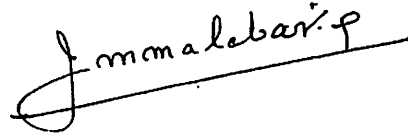
28. All matters relating to the above elections will be under the responsibility of the Returning Officer and the supervision of the Metropolitan. The Metropolitan shall also be the Appellate Authority.
29. The Rt. Rev. Dr. Isaac Mar Philoxenos Episcopa and the Rt. Rev. Dr. Mathews Mar Makarios Episcopa are appointed as the Returning Officers to make all the necessary arrangements for the elections and give directions subject to the decisions of the Metropolitan. Assistant Returning Officers will be appointed as needed.

30. Nomination papers must reach the Sabha Office before 1.00 p.m. on Monday, 25th August 2014. Nominations received after this deadline will not be accepted. The nomination papers will be scrutinized at 2.00 p.m. on the same day under the supervision of the Returning Officer. The list of valid nominations will be published after scrutiny at 5 p.m. on the same day at the Sabha Office.
31. The time for withdrawing nominations will be till 5.00 p.m. on Thursday, 28th August 2014.
32. The complete list of candidates in its final form will be published at the Sabha Office at 6.00 p.m. on Thursday, 28th August 2014.
33. The ballots will be counted under the supervision of the Returning Officer and the results will be announced at 5.00 p.m. on Thursday 11th September 2014.

We pray that these elections may be to glorify the name of God.

Grace be with you all.

Dated 10th June 2014, from the Poolatheen, Tiruvalla



Dr. Joseph Mar Thoma Metropolitan

Malankara Mar Thoma Syrian Church Prathinidhi Mandalam Nomination Form

Name of the post

Name & Address Of the Candidate	M/F	Reg.No	Parish	Diocese	Signature
Proposed by: Name &Address	M/F	Reg.No	Parish	Diocese	Signature
Secoded by: Name &Address	M/F	Reg.No	Parish	Diocese	Signature

I agree to be a candidate for the post said above.

Name of the Candidate

Address

.....

.....

Place:.....

Date:.....

Signature.....

- Note:-
1. The 'Register Number' must be exactly the same as in the voters list. The same number will be shown on the attendance slip.
 2. Those who want to submit nominations to more than one Post shall submit separate forms for each.