

SITE Association of Industry

H-16, Textile Avenue, SITE, Karachi. Tel: 32560704-5, email: sg@site-association.org

Thursday, 14th July 2022

TO: ALL MEMBERS OF SITE ASSOCIATION OF INDUSTRY (THROUGH EMAIL)

ELECTION PROGRAM 2022-23

NOTICE OF ELECTION FOR EXECUTIVE COMMITTEE MEMBERS FOR 2-YEARS TERM (OCTOBER 2022 TO SEPTEMBER 2024)

All Members are hereby notified that the Annual Elections on six (6) seats of the retiring Members of the Executive Committee of SITE Association of Industry will be held as per Rules 13 to 19 of the Trade Organizations Rules, 2013 on **Tuesday, 20th September 2022 between 10:00 a.m. to 5:00 p.m. (with Lunch/Prayer's Break from 1:00 p.m. to 2:00 p.m.)**, at the Office of SITE Association of Industry, H-16, Textile Avenue, SITE, Karachi, as per **ELECTION SCHEDULE** annexed herewith duly approved by the Executive Committee of S.I.T.E. Association of Industry in its meeting held on 14-07-2022.

VACANCIES

Following members shall retire on 30th September 2022 after completion of 2-years term:

1. Mr. Muhammad Arif Lakhani
2. Mr. Abdul Rasheed
3. Mr. Anwer Aziz
4. Mr. Abdul Hadi
5. Mr. Muhammad Kamran Arbi
6. Mr. Touseef Ahmed

ELECTION COMMISSION

Pursuant to Rule-16 of the Trade Organizations Rules 2013, the Executive Committee of SITE Association of Industry, simultaneously with approval of the election schedule, has appointed Election Commission comprising of the following three members:

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|------------------------------|----------|
| 1. Mr. Muhammad Tariq Yusuf | Chairman |
| 2. Mr. Iqbal Arbi | Member |
| 3. Mr. Zulfiqar Ali Chaudhry | Member |

ELIGIBILITY TO VOTE & ELECTORAL COLLEGE

The electoral college for the Executive Committee Members shall be the members of General Body.

As per provisions of Rule-15 of the Trade Organizations Rules 2013, those members who have completed at least two years of their valid membership of SITE Association as on the date of announcement of election schedule and renewed their membership by **31st March, 2022** will be entitled to cast vote.

The proprietor, Partner or Director of the member-firm or company, concern or a person, not below the rank of General Manager, authorized by the board of directors of public limited company or a multinational company shall be entitled to cast vote at the time of election only if name of such person has already been registered with the Secretary General and his name appears on the list of voters.

The signature obtained at the time of casting vote must tally with the specimen signature card already deposited with the Association.



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PRODUCTION OF COMPUTERIZED NATIONAL IDENTITY CARD (CNIC) OR PASSPORT

The voters shall have to produce original and valid Computerized National Identity Card (CNIC) or Passport whose number would be recorded on the counterfoil at the time of casting vote.

LAST DATE FOR RECEIVING CHANGES, IF ANY, REGARDING NAMES OF AUTHORISED REPRESENTATIVES IN LIST OF VOTERS

Last date for receiving changes, if any, regarding names of authorized representatives in List of Voters is 18th July 2022 upto 5:00 p.m.

ISSUANCE / DISPLAY OF PROVISIONAL LIST OF VOTERS

Provisional List of Voters will be displayed on 21st July 2022.

OBJECTIONS TO THE ENTRIES IN THE PROVISIONAL LIST OF VOTERS

Last date to file any objections on Provisional List of Voters with Secretary General, if any, is 28th July 2022.

ACTION ON OBJECTIONS BY SECRETARY GENERAL

Secretary General will intimate action on the objections, if any, by 2nd August 2022.

REPRESENTATIONS TO ELECTION COMMISSION AGAINST THE DECISION OF SECRETARY GENERAL

Last date for receipt of representations to Election Commission against the decision of Secretary General, if any, is 5th August 2022.

DECISION OF THE ELECTION COMMISSION ON REPRESENTATIONS

The Election Commission will decide the dispute pertaining to the eligibility of a member aggrieved with the decision of Secretary General and intimate the same by 9th August 2022.

LAST DATE OF FILING APPEALS WITH REGULATOR OF TRADE ORGANIZATIONS AGAINST THE DECISIONS OF ELECTION COMMISSION

Last date of filing appeals with Regulator of Trade Organizations against the decision of Election Commission is 12th August 2022.

REGULATOR (TO) TO DECIDE APPEAL

The Regular shall decide the appeals by 25th August 2022.

DISPLAY OF FINAL LIST OF VOTERS AND ISSUANCE OF AGENDA NOTICE FOR ANNUAL GENERAL MEETING

Display of Final List of Voters and issuance of Agenda Notice for Annual General Meeting would be on 26th August 2022.

ISSUANCE OF NOMINATION FORMS



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Availability of Nomination Forms for election of the Executive Committee members would be from **26th August 2022**.

PROPOSERS, SECONDEES AND CANDIDATES

The prescribed nomination forms filled in neatly and duly proposed, seconded by a duly registered voter and signed in the appropriate column would be filed by any person who is eligible to contest the election for the vacant posts of Executive Committee members to the Secretary General.

LAST DATE FOR FILING OF NOMINATION FORMS

Last date for filing of Nominations for election of Executive Committee Members is **30th August 2022 up to 5:00 p.m.**

DISPLAY OF LIST OF CANDIDATES FOR EXECUTIVE COMMITTEE

Meeting of Election Commission to scrutinize nomination papers will be held on **31st August 2022 at 11:00 a.m.** and List of Candidates for Executive Committee will be issued / displayed the same day.

FILING OF OBJECTIONS TO ELECTION COMMISSION AGAINST NOMINATIONS

Objections to Election Commission against the nomination of candidates for Executive Committee, if any, can be filed up to **1st September 2022 by 5-00 p.m.**

DECISION OF ELECTION COMMISSION ON OBJECTIONS FILED

The Election Commission will decide on the objections filed against nominations of candidates for the Executive Committee by **3rd September 2022**.

FILING OF APPEAL WITH REGULATOR OF TRADE ORGANIZATIONS AGAINST DECISION OF THE ELECTION COMMISSION.

Last date of filing appeal with the Regulator of Trade Organizations against the decision of Election Commission is **6th September 2022**.

DECISION OF REGULATOR OF TRADE ORGANIZATIONS ON THE APPEALS

Last date of decision of Regulator of Trade Organizations on the objections is **14th September 2022**.

WITHDRAWAL OF NOMINATION PAPERS

Last date for withdrawal of nominations to exclude appearance of name of candidates from the ballot paper is **15th September 2022 by 5-00 p.m.**

FINAL LIST OF CANDIDATES FOR EXECUTIVE COMMITTEE

Final List of Candidates for the Executive Committee Members will be issued on **15th of September, 2022**.

POLLING FOR ELECTION OF THE EXECUTIVE COMMITTEE MEMBERS



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Polling for election of the members of Executive Committee would be held on **20th September 2022** from **10:00 a.m. to 5:00 p.m.** at the office of SITE Association of Industry, H-16, Textile Avenue, S.I.T.E., Karachi. Provisional results shall be announced after polling is completed.

NOMINATIONS FOR OFFICE BEARERS

Last date for filing of nominations for election of Office Bearers i.e. President / Senior Vice President / Vice President, is **23rd September 2022 up to 5:00 p.m.**


ELECTION OF OFFICE BEARERS

Election of President / Senior Vice President / Vice President by the members of Executive Committee will be held on **27th September 2022 at 11:00 a.m.** at the Office of SITE Association of Industry.

ANNUAL GENERAL MEETING

The Annual General Meeting will be held on **Tuesday, 27th September 2022 at 12:00 noon** at the office of SITE Association of Industry.

BY ORDER OF THE EXECUTIVE COMMITTEE


Muhammad Faheem
Secretary General

Enclosed: Election Schedule 2022-23.

cc: The Regulator, Directorate General of Trade Organizations, Islamabad.

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SCHEDULE OF ELECTION FOR THE YEAR 2022-23 **FOR EXECUTIVE COMMITTEE MEMBERS**

SN	DESCRIPTION	DATE & TIME
1.	Circulation of Election Notice	14 July 2022
2.	Last date for receiving changes, if any, regarding names of authorized representatives in List of Voters	18 July 2022
3.	Issuance/Display of Provisional List of Voters	21 July 2022
4.	Last date to file any objections on Provisional List of Voters with Secretary General, if any.	28 July 2022
5.	Intimation of action taken by the Secretary General on the objections or changes, if any, sent by members	02 Aug 2022
6.	Last date for receipt of representations to Election Commission against the decision of Secretary General, if any.	05 Aug 2022
7.	Decision of the Election Commission on representations	09 Aug 2022
8.	Last date of filing Appeal with Regulator of Trade Organizations against the decisions of Election Commission.	12 Aug 2022
9.	Regulator (TO) to decide appeal (if any)	25 Aug 2022
10.	Display of Final List of Voters; and Issuance of Agenda Notice for Annual General Meeting	26 Aug 2022
11.	Issuance of Nomination Papers for election of Executive Committee members	26 Aug 2022
12.	Last date for receiving of Nomination Papers for election of Executive Committee members	30 Aug 2022 (till 5:00 p.m.)
13.	Final List of Voters shall be provided to each contesting candidate	31 Aug 2022
14.	Meeting of Election Commission to scrutinize nomination papers and issuance/display of list of candidates for Executive Committee	31 Aug 2022 (11:00 a.m.)
15.	Filing of objections to Election Commission against the nomination of candidates for Executive Committee	01 Sep 2022 (till 5:00 p.m.)
16.	Decision of Election Commission on objections filed	03 Sep 2022
17.	Last day of filing of appeal with Regulator of Trade Organizations against decision of the Election Commission, if any.	06 Sep 2022
18.	Last day of decision of Regulator of Trade Organizations on the objections, if any.	14 Sep 2022
19.	Last day of withdrawal of nomination papers (if any)	15 Sep 2022 (till 5-00 p.m.)
20.	Issuance of final list of candidates for Executive Committee	15 Sep 2022
21.	Polling for election of members of Executive Committee at SITE Association of Industry, H-16, Textile Avenue, SITE, Karachi.	20 Sep 2022 (10 am-5 p.m.)
22.	Announcement of provisional results of election of Executive Committee	20 Sep 2022
23.	Issuance of nominations papers for election of Office Bearers	21 Sep 2022
24.	Last date for filing of nominations papers for Office Bearers	23 Sep 2022 (till 5-00 p.m.)
25.	Meeting of Election Commission to scrutinize nomination papers and issuance/display of the list of candidates for the seats of Office Bearers	24 Sep 2022 (12:00 noon)
26.	<u>Election of President, Senior Vice President and Vice President by the members of Executive Committee for the year 2022-23 at SITE Association</u>	27 Sep 2022 (11:00 a.m.)
27.	Annual General Meeting, Official announcement of final results of the election of Executive Committee members and office bearers.	27 Sep 2022 (12:00 noon, followed by lunch)

POLLING HOURS: 10:00 a.m. to 5:00 p.m. (LUNCH / PRAYER'S BREAK: 1:00 p.m. to 2:00 p.m.)


SECRETARY GENERAL