

SITE Association of Industry

H-16, Textile Avenue, S.I.T.E., Karachi. Tel: 32560704-5, email: sg@site-association.org

Wednesday, 14th July, 2021

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

ELECTION PROGRAM

NOTICE OF ELECTION FOR EXECUTIVE COMMITTEE MEMBERS FOR 2-YEARS TERM (OCTOBER 2021 TO SEPTEMBER 2023)

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 **Monday, 20th September 2021 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 14-07-2021.

VACANCIES

Following members shall retire on 30th September 2021 after completion of 2-years term:

1. Mr. Muhammad Iqbal Godil
2. Mr. Muhammad Saleem Nagaria
3. Mr. Muhammad Hussain Moosani
4. Mr. Sanaullah Abdullah
5. Mr. Abdul Kadir Bilwani
6. Mr. Ali 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, 2021 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 **17th July 2021 upto 5:00 p.m.**

ISSUANCE / DISPLAY OF PROVISIONAL LIST OF VOTERS

Provisional List of Voters will be displayed on **24th July 2021.**

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 **31st July 2021.**

ACTION ON OBJECTIONS BY SECRETARY GENERAL

Secretary General will intimate action on the objections, if any, by **5th August 2021.**

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 **7th August 2021.**

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 **10th August 2021.**

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 **13th August 2021.**

REGULATOR (TO) TO DECIDE APPEAL

The Regular shall decide the appeals by **25th August 2021.**

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 **28th August 2021.**

ISSUANCE OF NOMINATION FORMS

Availability of Nomination Forms for election of the Executive Committee members would be from **28th August 2021.**



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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 **1st September 2021 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 **1st September 2021 at 5:30 p.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 **2nd September 2021 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 **4th September 2021.**

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 **7th September 2021.**

DECISION OF REGULATOR OF TRADE ORGANIZATIONS ON THE APPEALS

Last date of decision of Regulator of Trade Organizations on the objections is **14th September 2021.**

WITHDRAWAL OF NOMINATION PAPERS

Last date for withdrawal of nominations to exclude appearance of name of candidates from the ballot paper is **14th September 2021 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, 2021.**

POLLING FOR ELECTION OF THE EXECUTIVE COMMITTEE MEMBERS

Polling for election of the members of Executive Committee would be held on **20th September 2021 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.



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NOMINATIONS FOR OFFICE BEARERS

Last date for filing of nominations for election of Office Bearers i.e. President / Senior Vice President / Vice President, is **22nd September 2021 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 **25th September 2021** at the Office of SITE Association.

ANNUAL GENERAL MEETING

The Annual General Meeting will be held on **Monday, 27th September 2021 at 12:00 noon** at the office of SITE Association.

BY ORDER OF THE EXECUTIVE COMMITTEE


Muhammad Faheem
Secretary General

Enclosed: Election Schedule

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

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SCHEDULE OF ELECTION FOR EXECUTIVE COMMITTEE MEMBERS FOR 2-YEARS TERM (OCTOBER 2021 TO SEPTEMBER 2023)

| SN | DESCRIPTION | DATE & TIME |
|--|---|--|
| 1. | Circulation of Election Notice | 14 July 2021 |
| 2. | Last date for receiving changes, if any, regarding names of authorized representatives in List of Voters | 17 July 2021 |
| EXPECTED HOLIDAYS EIDUL AZHA 20-22 JULY 2021 | | |
| 3. | Issuance/Display of Provisional List of Voters | 24 July 2021 |
| 4. | Last date to file any objections on Provisional List of Voters with Secretary General, if any. | 31 July 2021 |
| 5. | Intimation of action taken by the Secretary General on the objections or changes, if any, sent by members | 05 Aug 2021 |
| 6. | Last date for receipt of representations to Election Commission against the decision of Secretary General, if any. | 07 Aug 2021 |
| 7. | Decision of the Election Commission on representations | 10 Aug 2021 |
| 8. | Last date of filing Appeal with Regulator of Trade Organizations against the decisions of Election Commission. | 13 Aug 2021 |
| HOLIDAY 14 AUG 2021 INDEPENDENCE DAY | | |
| EXPECTED HOLIDAYS OF MOHARRAM, 19-20 AUG 2021 | | |
| 9. | Regulator (TO) to decide appeal | 25 Aug 2021 |
| 10. | Display of Final List of Voters; and Issuance of Agenda Notice for Annual General Meeting | 28 Aug 2021 |
| 11. | Issuance of Nomination Papers | 28 Aug 2021 |
| 12. | Last date for receiving of Nomination Papers | 01 Sep 2021 (till 5:00 p.m.) |
| 13. | Final List of Voters shall be provided to each contesting candidate | 01 Sep 2021 |
| 14. | Meeting of Election Commission to scrutinize nomination papers and issuance/display of list of candidates for Executive Committee | 01 Sep 2021 (5:30 p.m.) |
| 15. | Filing of objections to Election Commission against the nomination of candidates for Executive Committee | 02 Sep 2021 (till 5:00 p.m.) |
| 16. | Decision of Election Commission on objections filed | 04 Sep 2021 |
| 17. | Last day of filing of objections with Regulator of Trade Organizations against decision of the Election Commission, if any. | 07 Sep 2021 |
| 18. | Last day of decision of Regulator of Trade Organizations on the objections, if any. | 14 Sep 2021 |
| 19. | Last day of withdrawal of nomination papers (if any) | 14 Sep 2021 (till 5:00 p.m.) |
| 20. | Issuance of final list of candidates for Executive Committee | 15 Sep 2021 |
| 21. | Polling for election of members of Executive Committee at SITE Association of Industry, H-16, Textile Avenue, SITE, Karachi. | 20 Sep 2021 (10 am-5 p.m) |
| 22. | Announcement of provisional results of election of Executive Committee | 20 Sep 2021 (same day) |
| 23. | Issuance of nominations papers for election of Office Bearers | 21 Sep 2021 |
| 24. | Last date for filing of nominations papers for Office Bearers | 22 Sep 2021 (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 | 23 Sep 2021 (12:00 noon) |
| 26. | Election of President, Senior Vice President and Vice President by the members of Executive Committee for the year 2021-22 at SITE Association | 25 Sep 2021 (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 2021 (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.)