

Through E-mail/Website & Official WhatsApp Groups

SBCCI/Election/2024/101  
10<sup>th</sup> July 2024

To: All the Members of SBCCI.  
Nawabshah, SBA

**Subject: Election Schedule for Annual Election of the Year 2024-2025**

Dear Members السلام علیکم

It is to inform you that, as recommended by the Executive Committee & Approved by the Office Bearers in its Meeting Held on today i.e. 10<sup>th</sup> July 2024 following Persons are hereby appointed as Members of the Election Commission as well as unanimously approved the Election Schedule to conduct the Annual Election of the Shaheed Benazirabad Chamber of Commerce & Industry (SBCCI) for the year 2024-25 & 2025-26:

1. Mr. Zulfiqar Aziz Memon Member, Election Commission  
Principal Aspire Grammar School,  
Nawabshah, SBA &  
Correspondent Dawn News  
Nawabshah, SBA
2. Mr. Saeed Ahmed Jatoui Member, Election Commission  
Sr. Vice President  
Area Manager Meezan Bank Ltd.  
Latifabad, Hyderabad
3. Mr. Muhammad Rizwan Rajper Member, Election Commission  
Vice President  
Area Manager Bank Al Falah Ltd.  
Nawabshah, SBA

ELECTION SCHEDULE FOR ANNUAL ELECTION 2024-25 SBCCI&I, NAWABSHAH, SBA				
SR.	DESCRIPTION	TIME FRAME		REFERENCE
01	The Office of the Secretary General shall displays the Election Schedule at Notice Board & Website (Sbcci.org.pk) of the Chamber & Submit a copy to the office of the DGTO, Islamabad	Wednesday 10 <sup>th</sup> July 2024	Within 2 days after getting approval from EC Meeting	Rules 14(1) (b) of TOR- 2013
02	The Member-firm desiring to change their representative of Company / Firm, shall intimate in writing regarding the changes, to the Secretary General along with necessary proof	Friday 12 <sup>th</sup> July 2024	Within 3 days after issuing of Election Schedule	Rules 18(2) of TOR-2013
03	The Secretary General shall display Provisional list of voters along with their National Tax Registration Number, Sales Tax (if applicable) & Computerized National Identity Card (CNIC) and also display at Website & Notice Board.	Friday 12 <sup>th</sup> July 2024	Within 7 days of issuance of Election Schedule / As Approved by the EC Members	Rules 18(3)(a)(b) of TOR-2013

**ASHURA HOLIDAYS IS EXPECTED ON 16<sup>TH</sup> & 17<sup>TH</sup> JULY 2024**



04	The members who have any objection to the entries/changes in the list of voter shall send their objections in writing to the Secretary General.	Friday 19 <sup>th</sup> July 2024	Within 7 Days from issuance of Provisional List	Rules 18(4) of TOR-2013
05	The Secretary General will intimate action on the objection of changes sent by members.	Saturday 20 <sup>th</sup> July 2024	Within Five Days	Rules 18(5) of TOR-2013
06	Any member aggrieved by the decision of the Secretary General, taken in the relevant clause, may make a representation to the Election Commission. The commission will decide the representation(s)	Wednesday 23 <sup>rd</sup> July 2024	Within 3 Days of the decision of Secretary General	Rules 18(6) of TOR-2013
07	Any person aggrieved by the decision of the Election Commission or where the commission fails to decide the representation within the stipulated time mentioned in the preceding clause may appeal to the Regulator Trade Organization (DGTO), and decision of the DGTO in this regard shall be final.	Friday 26 <sup>th</sup> July 2024	Within 3 Days of the decision of Election Commission	Rules 18(7) of TOR-2013
08	The Regulator of Trade Organization (DGTO) will decide the appeal(s)	Wednesday 7 <sup>th</sup> August 2024	Within 10 days receipts of appeals to the regulator	Rules 18(7) of TOR-2013
09	The final list of voters (as per decision of Regulator of Trade Organization (DGTO) / Election Commission) shall be displayed at official Notice Board and at website of the Chamber and also submit to the office of the Regulator of Trade Organization, Islamabad	Friday 9 <sup>th</sup> August 2024	Within 2 days of final decision / As per decision of Executive Committee	Rules 18(8) of TOR-2013
<b>CELEBRATION OF 14<sup>TH</sup> AUGUST INDEPENDENCE DAY</b>				
10	The Members (who are eligible for vote) who wants to contest the Election for the position of Executive Committee Members shall send / submit their Nomination papers, (duly proposed and seconded by a registered voter and signed by the candidate) to the Secretary General along with complete requirements.	Thursday 15 <sup>th</sup> August 2024	Within 4 days of issuance of final list of voters / as per approval of Executive Committee	Rules 18(9) of TOR-2013
11	The Secretary General shall provide a copy of final list of voters to contesting candidate.	Friday 16 <sup>th</sup> August 2024	Within 24 hours of issuance of final list of voters	Rules 18(10) of TOR-2013
12	The Nominations Papers shall be scrutinize by Members of Election Commission	Saturday 17 <sup>th</sup> August 2024	Within 24 House of receipt of nomination papers	Rules 18(11) of TOR-2013
13	The Secretary General shall Issue / display the Provisional list of Candidates, whose papers have been declared valid.	Saturday 17 <sup>th</sup> August 2024	Within 24 House of receipt of nomination papers	Rules 18(11) of TOR-2013
14	The Objections (if any), to nomination of the candidates can be filed to the election Commission.	Monday 19 <sup>th</sup> August 2024	Within 24 House of issuance of provisional list of candidates	Rules 18(12) of TOR-2013



15	The Decision of the Election Commission on the objections	Wednesday 21 <sup>st</sup> August 2024	Within 2 days of receipt of objection	Rules 18(13) of TOR-2013
16	Any candidate, aggrieved by the decision of the Election Commission, or in case Election Commission fails to decide the appeal within the time stipulated in the clause may file an appeal to the Regulator of Trade Organization (DGTO)	Friday 23 <sup>rd</sup> August 2024	Within 2 days of decision of Election Commission	Rules 18(13) of TOR-2013
17	The Office of the Regulator of Trade Organization (DGTO) shall decide the appeal, preferred (if any) under the relevant clause and within two days of the decision of the Regulator the Election Commission issued final list of voters.	Saturday 31 <sup>st</sup> August 2024	Within 7 days of receipt of appeal	Rules 18(13) of TOR-2013
18	The Secretary General will receive the withdrawal Forms from the nominees duly completed by the nominees who want to withdraw from the Election of Executive Committee	Monday 2 <sup>nd</sup> September 2024	As per Election Schedule approved by the Executive Committee	-
19	The Election Commission will issue final list of candidates.	Tuesday 3 <sup>rd</sup> September 2024	As per Election Schedule approved by the Executive Committee	Rules 18(14) of TOR-2013
20	The Polling for Election of Members of Executive Committee (Associate Class & Corporate Class) will be held at Registered office, Regional Office. OR the place decided by the Election Commission of the Chamber	Saturday 7 <sup>th</sup> September 2024 (From 11:00a.m. to 06:00p.m. sharp) (With 45 Minutes Break )	Within 5 days of issuance of final list of candidates As per approval of Executive Committee	Rules 18(15) of TOR-2013
21	Counting of votes shall take place immediately after the polling hours under the supervision of the returning officer in the presence of the polling agents of the Candidates, (if any), at the designated site. Provisional results shall be declared by the Election Commission.	Saturday 7 <sup>th</sup> September 2024	As per Election Schedule approved by the Executive Committee	-
22	Any person elected, as member of Executive shall submit his nomination for election for office bearer (President, Senior Vice President & Vice President) duly proposed and seconded by an elected Executive Committee member and signed by the candidate to the election commission.	Tuesday 10 <sup>th</sup> September 2024	Within 2 day of polling of Executive Committee	Rules 18 (16) of TOR-2013
23	The Scrutiny of the nomination papers for the election of office bearers by the Election Commission and display List of Candidates.	Wednesday 11 <sup>th</sup> September 2024	Within 24 hours of receipt of nominations	Rules 18 (17) of TOR-2013
24	The Secretary General will receive the withdrawal Forms from the nominees and issue final list of candidates.	Friday 13 <sup>th</sup> September 2024	As per Election Schedule approved by the Executive Committee	-





25	The Polling for Election of Office Bearers will be held at Registered office of the Chamber or place decides by the Election Commission of the Chamber.	Sunday 15 <sup>th</sup> September 2024	Within 2 days of issuance of final list of candidates	Rules 18 (18) of TOR-2013
26	The Officially Announcement of results of Election of Executive Committee as well as Office Bearers in the Annual General Meeting of the Chamber called for this purpose.	Thursday 29 <sup>th</sup> September 2023	As per Election Schedule approved by the Executive Committee	Rules 18 (19)(20) (21) of TOR- 2013
27	<p><u>JUSTIFICATION</u></p> <ol style="list-style-type: none"><li>For the purpose of this schedule "Day" Means "Working Day, working Hours" of the Chamber office (SBCC&amp;I).</li><li>In case of holiday (if any) on day as prescribed, the same compliance will be cared-out in next working day</li></ol>			
28	<p><u>AGENDA OF ANNUAL GENERAL MEETING</u></p> <ol style="list-style-type: none"><li>Announcement of the Result of Election of Executive Committee FY-2024-2025</li><li>Announcement of the Result of Election of Office Bearers FY-2024-2025</li><li>Approval of Minutes of Last Annual General Meeting FY-2023-2024</li><li>Approval of Annual Statement of Income &amp; Expenditure (dully audited) FY-2023-2024</li><li>Appointment of Auditors and with Honorarium for the year 2024-2025</li><li>Any other matter will be consider if submit before 10 Days, with the permission of the chair</li></ol>			

This issue with the recommendations of the Executive Committee & approval of the Office Bearers for conduct of Annual Election for the year 2024-2025

Thanks & Regards



2024-25 & 2025-26

Secretary General  
SBCCI, SBA

Copy to:

- The Regulator, Director General of Trade Organization (DGTO), Islamabad
- The Election Commission - SBCCI, SBA
- Display at Website (sbcci.org.pk) & Notice Board of SBCCI Office
- The Master File of Election

Counter Singed by:

Muhammad Azeem Mughal  
President, SBCCI