



### ELECTION SCHEDULE – 2023

01.	The Secretary General shall display election schedule on the notice board and SAP Website and submit a copy to the D G T O	14 <sup>th</sup> Jul 2023
02.	The members concerns of the SAP desiring to change their representative shall intimate changes regarding name of representative to the Secretary General along with necessary Proof	17 <sup>th</sup> Jul 2023
03.	The Secretary General shall display the provisional list of all members eligible to vote along with their National Tax Registration Number, Sale Tax Registration if applicable, the name and national identity card number of their representative at notice board and website of the SAP	20 <sup>th</sup> Jul 2023
Ashura (9 <sup>th</sup> & 10 <sup>th</sup> Muharram) – July 27-28, 2023		
04.	The member who have any objection to the entries/changes in the list of voters shall send their objection in writing to the Secretary General latest by the stated date	29 <sup>th</sup> Jul 2023
05.	The Secretary General will initiate action on the objection or changes sent by members upto the specified date	31 <sup>st</sup> Jul 2023
06.	Any members aggrieved by the decision of the Secretary General, taken in the preceding clause may make a representation to election commission	03 <sup>rd</sup> Aug 2023
07.	The election commission will decide the representation	07 <sup>th</sup> Aug 2023
08.	Any person aggrieved by the decision of the commission or where commission fails to decide the representation within the stipulated time mentioned in the preceding clause may appeal to the Director General DGTO and decision of the Director General DGTO in this regard shall be final.	10 <sup>th</sup> Aug 2023
09.	Director General will decide the appeal.	21 <sup>st</sup> Aug 2023
10.	The final list of the voters shall be displayed at notice board and at website of the SAP and shall also be submitted to the DGTO	22 <sup>nd</sup> Aug 2023
11.	Any person who is eligible to contest the election for the vacant posts of the Member Executive Committee shall send his nomination papers duly proposed, seconded by a duly registered voter and signed by the candidate to the Secretary General on the prescribed form in accordance with the Articles of the Association or Rule of the SAP.	26 <sup>th</sup> Aug 2023
12.	The Secretary General shall provide a copy of final list of voters to each contesting candidate. Except the candidate of the women seats, as their electoral college is Executive Committee.	27 <sup>th</sup> Aug 2023
13.	Scrutiny of the nomination papers and letter of authority by the commission	28 <sup>th</sup> Aug 2023
14.	Circulation by the Secretary General of the list of nominees whose papers have been declared valid and the forms of withdrawal to the said nominees.	28 <sup>th</sup> Aug 2023
15.	The objection if any, to the nomination of candidates can be filed to the election Commission. Provided that the candidate for a particular seat will file objections for the candidate of the same seat and for the same class.	29 <sup>th</sup> Aug 2023

16.	The election commission will decide the objections filed under the preceding clause, This clause also facto applies to the nominees of the women seats.	31 <sup>st</sup> Aug 2023
17.	Any candidate aggrieved by the decision of the election Commission taken under the preceding clause where the commission fails to decide within the time stipulated in the preceding clause may file an appeal to the Director General DGTO.	02 <sup>nd</sup> Sep 2023
18.	The Director General Trade Organizations shall decide the appeal preferred under the preceding clause.	09 <sup>th</sup> Sep 2023
19.	The Secretary General will receive the withdrawal forms from the nominees completed by the nominees who want to withdraw from the Election.	11 <sup>th</sup> Sep 2023
20.	The Commission will issue final list of candidates.	11 <sup>th</sup> Sep 2023
21.	The polling at the registered office of the SAP for Corporate/Associate Members.	12 <sup>th</sup> Sep 2023

Counting of votes shall take place immediately after the polling hours under the supervision of the Election Commission in the presence of the polling agents of the Candidates, if any, at the designated site.

22.	The Election Commission shall declare provisional results.	12 <sup>th</sup> Sep 2023
23.	Any person elected, as member of EC shall send his nomination for election as an office bearer (Chairman, Senior Vice Chairman and Vice Chairman) duly proposed and seconded by an elected EC member and signed by the candidate to the Election Commission. (Till 2PM)	13 <sup>th</sup> Sep 2023
24.	Scrutiny of the nomination papers for the election of office bearers (Chairman, Senior Vice Chairman and Vice Chairman) by the Commission. (2PM – 5PM)	13 <sup>th</sup> Sep 2023
25.	Polling for the election of office bearers (Chairman, Senior Vice Chairman and Vice Chairman). From 9AM – 01PM	14 <sup>th</sup> Sep 2023
26.	The announcement of election results shall be made in General Meeting of the SAP called for this purpose. 3PM after lunch.	14 <sup>th</sup> Sep 2023

#### EXPLANATION:

- For the purpose of this schedule "day" means working hours of the SAP on that day unless otherwise stated.
- If any day on which an activity scheduled to be performed under the election schedule falls on a holiday, such act shall be performed on next working day following the holiday(s)
- If for any reason any candidate does not receive any of the communication of the Secretary General connection with the election, the election proceedings shall not be invalidated on that score.
- Any activity in connection with the election scheduled will be performed within official working hours.

#### NOTE:

- "Polling hours" will be the working hours (9.00 a.m. to 5.00 p.m.) of the SAP at that day with one hour break.
- Election Commission reserves the rights to change polling hours due to any circumstances
- In case of any unforeseen event takes place in the country during the election schedule dates, the event of that particular day will be considered/ entertained on next working day
- If the scheduled activities of the Election Commission or SAP Secretariat falls on Sunday the office will remain open