



# FIRE PROTECTION ASSOCIATION OF PAKISTAN

A voluntary and non-profit organization for promoting fire protection awareness and advancement

## FPAP Elections 2021

### PROCEDURE OF POLLING ON THE ELECTION DAY

1. The elections of FPAP for 2021 will be held on Sunday 1st August 2021 between 2.00 pm to 5.00 pm at the Training hall of Pakistan Red Crescent Society, Sindh Provincial Headquarters @ Hilal-e-Ahmer House Clifton Road Karachi.
2. The Election Committee will take over the hall in its possession at least half an hour before.
3. The polling will start at 2.00 pm sharp.
4. The Chairman Election Committee shall act as presiding officer of the day.
5. All Life eligible life and annual members will be able to cast the vote.

#### STEP ONE (Registration)

6. When a member / voter enter into the hall, he / she will find a "Registration desk" first. The staff at the registration desk will request the member to sign on attendance sheet. In case, any one of them doest know / recognize the member, they will request you to prove the membership identity i.e Identity card of FPAP, membership certificate of FPAP or at least copy of National Identity Card for clarification. After satisfaction by the FPAP registration staff, the member will sign the attendance sheet.

#### STEP TWO (issuing Ballot paper)

7. On a next desk, the Chairman or member election committee will issue you one ballot paper with the stamp of FPAP and his signature on the back of ballot paper. **Specimen of ballot paper is given below for your convenience.**

#### STEP THREE (Casting vote)

8. The voter will be requested to go to the corner of the hall where voting booth is available.
9. A pen will be available in the voting booth and the voter needs to fix a tick mark ✓ on one of the candidate (in the box given against each name) as he may wish for President and Secretary General column.

10. Since there are 12 positions available for Board of Directors / Executive members and total 18 nominations have been received therefore the voter is requested to tick ✓ in the box of each name as he may deem fit. Preferably for 12 names only.
11. After that he should fold the ballot paper and drop it into the Ballot Box available near to the polling Box and visible to all in the hall.

### **VOTING FROM OUT STATION**

12. In order to facilitate out station candidates / voters who are keen to participate in the elections, the election Committee has allowed special convenience to only out station members to cast their vote through a defined procedure.
13. In case, any member who is residing out of city or out of country and it is not possible for him to be present physically on the day of election, may cast his / her vote through his designated email to Chairman Election Committee only, very confidentially.
14. In order to accommodate the difference of timings internationally, it is decided to allow only out station candidates and voters to cast their vote from 12.00 noon to 3.00pm on the same day of election to avoid delays in the voting.
15. This communication will be confidentially available to the Chairman Election Committee who will not disclose to any one except the members of his Committee before counting of votes.
16. At the time of counting, he will show the print outs of the votes (as received via email) to the candidates and include this in the counting.
17. No member / voter who is residing in Karachi will be allowed to vote through email. His physical presence is must for casting vote.

### **STEP FOUR (Counting of Votes)**

18. The polling will be closed at 5.00pm sharp by the Chairman Election Committee.
19. After the polling time, the ballot box or boxes will be taken in the safe custody of Election Committee immediately.
20. At about 5.15 pm, the counting of the votes will commence.
21. All candidates are advised to be there physically at the time of counting as the counting will begin in their presence.
22. In case, any candidate cannot be present physically or he is residing out station, he may nominate his fellow candidate on whom he shows his confidence.
23. In case he does not nominate any other candidate for his counting as well, than he should give in writing that he shall accept the result of the Election Committee.
24. The election Committee shall start the counting in the presence of the candidates and keep maintaining the record for each candidate / vote.

25. After counting of all votes, the result sheet will be filled and total votes as secured by each candidate will be written against each name.
26. After signatures of the Election Committee members and each candidate on the result sheet, the Chairman Election Committee will announce the result officially to all.
27. This result will be posted to the website of the FPAP and soft copy will be sent to all candidates via email.
28. In case of any confusion or ambiguity the election committee members and its staff will be available for your assistance.

### **STEP FIVE (oath taking ceremony)**

29. Oath taking ceremony will be held after announcement of the result. All those candidates who win the election (unopposed OR through contest) should be present at the oath taking ceremony.
30. The Chairman Election Committee shall take oath from newly elected Board members / office bearers after the announcement.
31. Those Board member / office bearer which cannot be present at oath taking ceremony, their oath will be taken by the new President at some other time or in the next Board meeting.
32. After taking the oath, the newly elected BOD shall take over the charge of the FPAP office from Monday 2<sup>nd</sup> August as per their responsibilities defined in the bey Laws.

### **GENERAL COMMENTS / INSTRUCTIONS**

1. The Election Committee is making all possible efforts to make this election most transparent and according to Bey Laws for better future of FPAP.
2. We request all members / Candidates to kindly stick to the procedure as defined above.
3. In case of double marking on any of the ballot paper, the concerned vote will be rejected.
4. Keep your vote secrete and do not sign or put any extra marking other then “tick” in the Box against the name of the candidate.
5. We hope all members will cooperate with the Election Committee on the Election Day to make the event a success and a good example for future path.

We wish all the best to all members and candidates for their fruitful contribution in the election process.

With best regards.

President  
Election Committee  
FPAP 2021

**Fire Protection Association of Pakistan**  
**ELECTION 2021**  
**BALLOT PAPER**

**Specimen**

1.	<b>President</b> <input type="checkbox"/> KANWAR WASEEM <input type="checkbox"/> NAEEM YOUSUF	<b>EXECUTIVE MEMBERS / DIRECTORS</b> <input type="checkbox"/> 7. Mr. Hussain Sabzali <input type="checkbox"/> 8. Mr. Muhammad Imran <input type="checkbox"/> 9. Mr. Muhammad Imran Taj <input type="checkbox"/> 10. Mr. Muharrum Ali <input type="checkbox"/> 11. Mr. Mujhid Kareem <input type="checkbox"/> 12. Mr. Nadeem Ashraf <input type="checkbox"/> 13. Mr. Naseeruddin Humayun <input type="checkbox"/> 14. Mr. Naveed Anjum <input type="checkbox"/> 15. Mr. Sarfraz Hussain Jafri <input type="checkbox"/> 16. Mr. Tariq Jamal <input type="checkbox"/> 17. Mr. Tariq Nisar <input type="checkbox"/> 18. Mr. Zulfiqar Ali
2	<b>SECRETARY GENERAL</b> <input type="checkbox"/> MOHAMMED ARIF KHAN <input type="checkbox"/> NAEEM YOUSUF	
3	<b>EXECUTIVE MEMBERS / DIRECTORS</b> <input type="checkbox"/> 1. Mr. Ahmed Tahir Chohaun <input type="checkbox"/> 2. Mr. Ali Ghaznavi <input type="checkbox"/> 3. Mr. Amjad Majeed <input type="checkbox"/> 4. Mr. Asadullah Khan <input type="checkbox"/> 5. Mr. Azmat Ali <input type="checkbox"/> 6. Mr. Faraz Hayder	