

Date: 21<sup>st</sup>, June  
2022

From:  
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**PROCESS AND SCHEDULE FOR THE CONDUCT OF ELECTIONS OF THE OFFICE BEARERS AND  
MEMBERS OF EXECUTIVE COMMITTEE, BITOA- 2022**

Elections of the Office Bearers and Members of Executive Committee BITOA- 2022 shall be done by Virtual Election during the Annual General Meeting (AGM) of the Council of BITOA on 09th July 2022 through **Go To Meeting at 11:00 AM** in accordance with the procedure prescribed hereinafter.

The conduct of the said elections will be governed by the following procedure: -

**1. Electoral Collage:**

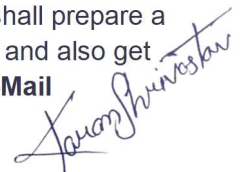
- I. Only **BITOA Membership ID** holder member of BITOA is eligible for one vote each. The General Secretary, BITOA, shall prepare the list of the authorized BITOA Members will display on the website of BITOA.

**2. Nomination of Candidates:**

- I. The nomination of a candidate for election as Office Bearer or Member of Executive Committee, BITOA shall be made in [Online Nomination Form](#). The nomination of a candidate for election as Office Bearer or Member of Executive Committee BITOA, shall be proposed by one of the BITOA Member whose name is included in the electoral collage list and also subscribed by 1(one) such representatives as Proposer and by 1(one) such representatives as Seconder.

**Qualification for election for the President, Sr. Vice President, Hony. General Secretary, Hony. Treasurer, Vice Presidents, Joint Secretaries, EXCO Members**

- II. **Any International Referee/ International Umpire/ National Referee / National Umpire (Active/ Retired)** are eligible for the election other than that are not allowed to stand for the election.
- III. All intending candidates are requested to go through the same before filling their respective nominations.
- IV. Each candidate shall be entitled to be nominated by not more than 2 (two) set of nomination papers.
- V. Each nomination paper shall be delivered through the [Online Nomination Form](#) to the Returning Officer in person by the candidate himself/herself on 23<sup>rd</sup> June 2022 to 27<sup>th</sup> June 2022 between 10:00am to 06:00pm
- VI. No person shall be eligible to nominate more than one candidate for the same post, either as proposer or seconder and, if he so does, his/her signature on the nomination papers delivered second in point of time to the Returning Officer shall be deemed to be inoperative.
- VII. No person shall be permitted to withdraw his/ her name as proposer/seconder, once the nomination papers subscribed by him/ her has been delivered to the Returning Officer.
- VIII. As soon as maybe after 06.00 PM on the 27 June 2022, the Returning Officer shall prepare a list of all nominations received by him, and publish the same in BITOA Website and also get the same share in BITOA WhatsApp group and shall also get it circulated by **E-Mail (elections2022@bitoa.org )** to all the registered members of BITOA.



### 3. Scrutiny of Nominations:

- I. On **1<sup>th</sup> July 2022 at 11.00 AM**, the Returning Officer in his office shall scrutinize each nomination paper, one by one, received by him and determine its valid it or otherwise.
- II. At the scrutiny of nominations, each candidate or one of his/her authorized representatives shall have the right to be present and raise any objection in relation to nomination of a candidate for the post for which he/she has filed his/her nomination.
- III. As soon as may be, after the scrutiny of all nomination papers has been completed by him, the Returning Officer shall prepare a list of validly nominated candidates in and the Contesting Candidates can take a copy of the same from the Returning Officer.

### 4. Withdrawal of candidatures:

- I. Each candidate whose nomination has been found valid on scrutiny shall be entitled to withdraw his/ her candidature from **04 July 2022 up to 2.00PM**.
- II. Notice of withdrawal of candidature shall be submitted by the **E-Mail (elections2022@bitoa.org)**.
- III. Notice of withdrawal of candidature shall be final and shall not be allowed to be cancelled.
- IV. The Returning Officer shall accept the notice of withdrawal if he is satisfied as to the genuineness of the notice.
- V. As soon as maybe, after **11.00 AM on the 05 July 2022**, the Returning Officer shall prepare the finalist of contesting candidates in, display a copy of the said list in on the BITOA website and circulate on BITOA WhatsApp Group.
- VI. The names of the contesting candidates in shall be arranged, foreach post, in alphabetical order according to English alphabets.

### 5. Uncontested Returns; and Contested Elections:

- I. Where the number of contesting candidates for any post, is equal to the number of posts to be filled, all such contesting candidates shall be deemed to be duly elected unopposed to those posts, and it shall not be necessary to take a poll for election to such post.
- II. Where the number of contesting candidates for any post or category of post, in is more than the number of posts to be filled, a poll shall be taken by virtual voting
- III. The names of contesting candidates on the Virtual Voting shall appear in the same order.

### 6. Poll:

- I. Each contesting candidate can nominate one person (if he/she so desires), only from amongst the Authorised Representatives (**International Referee/ International Umpire/ National Referee / National Umpire**) (Active/ Retired).
- II. At the poll, each authorized representative whose name is included in the Electoral College list (All **239 BITOA Membership ID Holders**) in shall be entitled to
  - a. cast one vote for each of the posts remaining unfilled, where only one such seat is to be filled;
  - b. Cast as many votes as are the number of seats to be filled for any post, where more than one seat is to be filled.
- III. Each voter shall be required, **BITOA Membership ID, Registered E-Mail Address, Name As per BITOA Records**, for taking the poll.
- IV. The voter shall record his/her vote on the [www.bitoa.org](http://www.bitoa.org) by clicking a **Radio Button (.)** against the name of the candidate of his/her choice.
- V. The Returning Officer shall close the poll at the appointed hour i.e.18:00 pm on 10 July 2022.  
**Polling will be done in below order.**

- (a) **President (1)**
- (b) **Sr Vice President (01)**
- (c) **Vice Presidents (05)**
- (d) **Hony. Secretary General (1)**
- (e) **Hony. Treasurer (1)**
- (f) **Joint Secretaries (05)**
- (g) **EXCO Members (10)**



## 7. Counting of Votes:

- I. Automatically by Electoral Application.
- II. The Returning Officer shall thereafter ascertain the result of counting and the candidates who have secured the maximum number of votes in the said descending order, post-wise, equal to the number of seats to be filled for each post, shall be deemed to have been duly elected to those posts.

## 8. Declaration of Results:

- I. The names of contesting candidates who shall be deemed to have been elected at the election in accordance with sub-clause (vi) of Clause 7, shall be declared as having been duly elected to their respective post, by the Returning Officer at the AGM in the Form-15 (copy enclosed).

## 9. SCHEDULE OF THE ELECTIONS

S. No.	Date	Process
1.	21 <sup>st</sup> June 2022	Election process and schedule issued by the Returning Officer.
2.	22 <sup>nd</sup> June 2022	Latest by this date, The Honorary General Secretary of BITOA shall prepare the list of authorized representatives and circulate the copy of the list and display on the website of BITOA.
3.	23 <sup>rd</sup> to 27 <sup>th</sup> June 2022	Each Nomination paper shall be delivered thru google form or the form available on BITOA website to the returning officer by the candidate.
4.	30 <sup>th</sup> June 2022	The returning officer shall prepare a list of nominations received by him and the same will be published on BITOA website and circulate on BITOA WhatsApp Group.
5.	01 <sup>st</sup> July 2022	The returning officer shall scrutinize each filled nomination and prepare a valid Nominated candidate.
6.	2 <sup>nd</sup> July to 4 <sup>th</sup> July 2022 (up to 2 PM)	Withdrawal of the Nomination to the returning officer by the E-Mail (elections2022@bitoa.org) or by the online withdrawal form.
7.	05 <sup>th</sup> July 2022	The returning officer shall prepare the final list of contesting candidates and the same will be published on a BITOA website and circulate on BITOA WhatsApp Group.
8.	09 July 2022 06:00 PM to 10 July 2022 06:00 PM	<b>Polls:</b> Polling will be done in below order: - (a) <b>President (1)</b> (b) <b>Sr Vice President (01)</b> (c) <b>Vice Presidents (05)</b> (d) <b>Hony. Secretary General (1)</b> (e) <b>Hony. Treasurer (1)</b> (f) <b>Joint Secretaries (05)</b> (g) <b>EXCO Members (10)</b>
9.	10 July 2022 at 06:30 PM	Counting of votes and Declaration of Results

The issuance of this process shall be deemed to be the beginning of process for these elections. The General Secretary, BITOA is required to publish this process and schedule for the conduct of Elections of the Office Bearers and Members of Executive Committee, BITOA, by display on the official website of BITOA and in a conspicuous place in the BITOA Office at New Delhi and also get it circulated by E-Mail (elections2022@bitoa.org) and registered post/ speed post to all the affiliated units of BITOA.

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