



OFFICE OF THE ELECTORAL OFFICER

Punjab Cricket Association
(Affiliated to the Board of Control for Cricket in India)

PROCEDURE FOR CONDUCT OF ELECTIONS

(DRAWN ON THE LINES OF PROCEDURE ADOPTED BY BCCI FOR CONDUCT OF ELECTIONS)

1. **Procedure for filing of nomination papers:**

- a) A candidate can contest only for one post.
- b) A candidate must fill up the prescribed nomination form duly signed by him/her.
- c) A candidate's nomination should have been signed by a proposer and seconder, who shall be an eligible voter with all details as prescribed in the nomination form.
- d) If representative member, then name of Member Association/Institution along with copy of authorization letter.
- e) No voter shall be a proposer or a seconder for more than one candidate in respect of one post.
- f) A candidate may personally come to the Electoral Officer and file his/her nomination papers as per the Election Notice/Programme/prescribed hours.

2. **Scrutiny of Nomination Form and preparation of list of duly nominated candidates and contesting candidates:**

- a) On the appointed date, the Electoral Officer shall scrutinize all nomination papers on given date & time and then proceed to prepare and announce a list of validly nominated candidates for each of the posts. The candidate or his authorized representative may be present at the time of scrutiny.
- b) A validly nominated candidate will be allowed to withdraw from the contest till the time allowed for such withdrawal by filing his/her withdrawal application in person before the Electoral Officer.
- c) On the stipulated day, the Electoral Officer shall, after taking into account withdrawal if any, of such validly nominated candidates from the contest, announce the list of contesting candidates for each of the posts.

3. Voting and declaration of results:

- a) The Electoral Officer shall cause arrangements to be made for voting by the eligible voters on the Election Day for all the posts for which more than one nominations have been received and will call the voters eligible to vote to exercise their voting right in respect of each of the contested posts.
- b) The Electoral Officer will prescribe the procedure for the voters to cast their vote including but not limited to the ballot, its design, its authentication, the maintenance of secrecy of ballot, the time limit for exercising the voting right, the time period for preservation of counted ballots and other election materials, etc.
- c) Voting shall be by the prescribed/provided cross-stamp. Marking of choice should be clear and stamped not in favour of more than one candidate for one post in case of Office Bearers and not more than prescribed number in the case of Life Members and representative categories. If stamped for more than prescribed number, the vote will be treated as invalid.
- d) At the closure of the time prescribed for the poll, the Electoral Officer shall cause the counting of the ballot papers and announce the results in respect of each of the contested posts.
- e) Voting shall be by secret serial numbered ballot papers issued randomly so that identification of the voter is not discerned from the used or unused ballot papers so as to preclude any enmity amongst the voters and contesting members. The record of issue of ballot papers shall be kept secret and sealed separately.
- f) After announcement of results, the Electoral Officer shall issue Election Certificate to the successful candidates and announce the completion of the poll process.

4. Disputes and Objections:

In case of any disputes or objection arising at any stage of the election process from the declaration or publication of electoral roll of qualified members to the declaration of results including but not limited to objection to candidacy, disqualification, eligibility to vote or the admission or rejection of a vote in the election to the Apex Council or any of the committees, the Electoral Officer shall decide the same and such a decision shall be final and conclusive.

(Rajeev Sharma)

IAS (Retd.)

Electoral Officer, PCA

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