



Bangladesh-Canada Association, Windsor-Essex (BCAWE)

August 30, 2017

Re: Call for Nomination for the Executive Committee, 2017-19

Dear all:

All members of the Bangladesh Canada Association, Windsor-Essex are invited to submit a nomination paper for any position for 2017-19 Executive Committee. Interested individuals will complete the nomination form given in Appendix 2, sign, date, scan and return to vote2017bcawe@gmail.com anytime from September 9 to 16.

An e-voting will be held from October 8 to 14 and an on-site voting will take place on October 15 from 2:00-5:00 pm at the association's office 3735 King Street Windsor Ontario N9C 1P7 Canada. A detail timeline of important events is given in Appendix 1.

The people of Bangladesh in Windsor-Essex and their family members who are 18 years of age or older and who are not yet members, may still be members to get the voting right and the right to be a proposer and a nominee in this election. There will be a membership drive which will end on September 22. Contact the membership committee during this time. The contact information of the membership committee is given in Appendix 4. Anyone willing to be a member after this date may still do so on September 24 and October 15, each day from 2:00 to 5:00 pm at the association's office.

The details of the rules of procedure of the election is attached.

Sincerely,

Mohammed Fazle Baki
On behalf of the Election Commission



Bangladesh-Canada Association, Windsor-Essex (BCAWE)

Detail Rules of Procedure of the Election

1. There must be at least two nominators for nomination for the President and GS positions. There must be at least one nominator for nomination for all secretary position or above except the President and GS positions. Nominators will not be a member of self-family. Home address of a nominator in the Windsor-Essex region will not be the same as that of the candidate. Self-nomination will be accepted for the Executive Committee member positions. Every candidate must pay the membership dues before the date of nomination paper verification, acceptance and finalization.
2. If there is no nomination for a position, there will be a second call for nomination for that position. Even after calling twice, if the vacancy remains, the Executive Committee will fill in the vacancy after the election.
3. If there is only one candidate nominated for a position, that candidate will be acclaimed and no voting will be required for that position. Similarly, if there is only one candidate nominated for a position after the second call for nomination, that candidate will be acclaimed and no voting will be required for that position.
4. If there are multiple candidates nominated for a position, the nomination papers can be withdrawn for a specific period of time, and those who withdraw nomination papers will be able to submit nomination papers for all vacancies in the positions which have not been nominated till the last date of the first call for nomination paper submission.
5. Candidates will refrain from making personal attacks during campaigning and will be able to disseminate only their mission, visions, goals and objectives for the next two years in the association. Candidates will not campaign using association's email group, or social media of the association. Candidates can get voters' names, email addresses and phone numbers from the Election Commission for their campaigning purposes. However, the voters who are not willing to give their email and phone number to the candidates, the Election Commission will only provide their names, not email addresses nor phone numbers. The Election Commission will know every voter's choice about disclosing the voter's email address and phone number to the candidates. Candidates will not campaign using voters' home addresses.



Bangladesh-Canada Association, Windsor-Essex (BCAWE)

6. The election will be in the secret ballot. The ballot paper will be in English and there will be a provision for the voter's choice to be displayed next to the candidate's name. Each voter can participate in e-voting or on-site voting, but not both. To participate in e-voting, a voter must be registered at least one day before the start of the e-voting. Those who will be registered after the start of the e-voting and on or before the day of the election will be able to participate in on-site voting only. All voters who do not want to give email addresses to the e-voting agency may only participate in on-site voting. The Election Commission will know the voter's choice on email address delivery to the e-voting agency.
7. Election roadmap is given in Appendix 1.
8. Nomination form is given in Appendix 2.
9. The composition of the Executive Committee is given in Appendix 3.
10. The contact information of the membership committee is given in Appendix 4.



Bangladesh-Canada Association, Windsor-Essex (BCAWE)

Appendix 1

Election Roadmap

	Date
Nomination paper submission	September 9-16
Second call for nomination of vacant positions, announcement of candidates acclaimed and names of candidates and positions in which there are multiple nominations	September 17
Initial full voter list finalization	September 22
Submission of nomination papers for vacant positions	September 18-23
The last day of withdrawal of nomination paper	September 23
Nomination paper verification, acceptance, finalization and announcement of names of the candidates	September 24
Unregistered voter consolidation On each stated date 2:00-5:00 pm	September 24 October 15
E-voting	October 8-14
Election or on-site voting On the stated date 2:00-5:00 pm	October 15
General meeting dedicated to election	October 22



Bangladesh-Canada Association, Windsor-Essex (BCAWE)

Appendix 2
Nomination Form
Election of the Executive Committee, 2017-19
Bangladesh Canada Association, Windsor-Essex Region
VOTE2017BCAWE@GMAIL.COM

Position (See Appendix 3) _____

Nominee's name _____

Email _____

Phone _____

Member ID _____

Windsor-Essex Home Address:

For any secretary position or above:

Nominator's name _____

Signature _____

Date _____

Email _____

Phone _____

Member ID _____

Windsor-Essex Home Address:



Bangladesh-Canada Association, Windsor-Essex (BCAWE)

For President and GS position:

Nominator's name _____

Signature _____

Date _____

Email _____

Phone _____

Member ID _____

Windsor-Essex Home Address:

Nominee's remarks:

Nominee's signature _____ Date _____



Bangladesh-Canada Association, Windsor-Essex (BCAWE)

Appendix 3

The composition of the Executive Committee:

<u>Position</u>	<u>No.</u>
President	1
Vice Presidents	5
GS	1
AGS	2
Organizing Secretary	1
Finance Secretary	1
Cultural Secretary	3
Social Welfare Secretary	1
Int. Affairs/Intl. Student Secretary	1
Publication Secretary	1
Sports Secretary	1
Executive members	<u>10</u>
Total	28



Bangladesh-Canada Association, Windsor-Essex (BCAWE)

Appendix 4 Important Contact Information

President: Abdul Quayium, shifa06@hotmail.com
General Secretary: Khalek Zaman (Lincoln), lincoln2020@yahoo.ca

Election Commission

Fazle Baki (coordinator), fbaki@uwindsor.ca
Firoze Siddiqui (member), firoze.siddiqui@yahoo.com
Omar Faruk (member), milan25@gmail.com

Membership Committee

Abul Shamsul Alam (coordinator), shamsul_alam64@hotmail.com
Saiful A. Bhuiyan, saifulbh00@gmail.com
Khalek Zaman (Lincoln), lincoln2020@yahoo.ca
Md. Shameem Momtaz, mdmomtaz66@gmail.com
Molla Yahiya, yahiyamba@yahoo.com
Mohammad Zubair Alam (Nistar), zubair3873@yahoo.ca
Rabiul Biplob, rabiulk@yahoo.com
Zahid Gazi, zgazi@yahoo.com