



Kashmiri Overseas Association, Inc.

www.koausa.org

Election Procedure

Rev. A

Rev.	Prepared By:	Date:	Reviewed By	Date:	Approved By:	Date:
A	<hr/> Bansi Pandit	06/01/08				



1.0 Purpose

This document provides instructions/tools/information to the NEC, voters, candidates, and the organization for conducting nomination and the elections for President, Directors, and Chapter Presidents.

2.0 Acronyms and Abbreviations

BOD	Board of Directors of the Kashmiri Overseas Association
Bylaws	Bylaws of the Kashmiri Overseas Association
KOA	Kashmiri Overseas Association
CNEC	Chairperson of the Nomination and Election Committee
MNEC	Member of the Nomination and Election Committee
NEC	Nomination and Election Committee as approved by the BOD pursuant to the Bylaws
President	President of the Kashmiri Overseas Association
Secretary	Secretary of the Kashmiri Overseas Association

3.0 Definitions

- 3.1 **Ballot Company** – company that specializes in electronic balloting and is contracted by Kashmiri Overseas Association to conduct its elections online via electronic voting.
- 3.2 **Electronic Voting (or e-voting)** – a process that uses electronic means of casting and counting votes for an election.
- 3.3 **Paper Ballot** - an official paper on which the names of all candidates are printed. Voters record their choices, in private, by marking the box next to the candidate they select and mail the voted ballot to the NEC in a designated pre-stamped and addressed envelope.
- 3.4 **Voter** – An individual or family qualified to vote in the KOA election in accordance with the applicable requirements of the Bylaws.
- 3.5 **Voter List** – A list of all eligible voters qualified to vote in a given election in accordance with the requirements of the Bylaws.
- 3.6 **Verified Voter List** – Voter List that has been reviewed by the Zone Directors for accuracy based upon the best information available to them at the time of their review.
- 3.7 **Confirmed Voter List** – The Verified Voter List that has been reviewed by the candidates and approved for election by NEC.
- 3.8 **Email Blast** – email (s) issued by the Ballot Company to all the voters to verify the validity/accuracy of the voters' emails. The bouncing emails are thus identified and reported to the Secretary. The Secretary is responsible for resolving the bouncing email issues and providing the correct voter emails to the Ballot Company.
- 3.9 The use of **Shall**, **Will**, and **Should**

The use of 'Shall' in this procedure indicates requirement (s), which must be met. The term 'Will' indicates an action (s), which is to be completed. The term 'Should' indicates a recommendation but not a requirement.



4.0 Responsibilities

- 4.1 KOA President shall:
 - 4.1.1 Announce the election, identify the offices to be elected, and nominate CNEC for BOD approval.
- 4.2 KOA BOD shall:
 - 4.2.1 Approve CNEC and NEC members, unless NEC is already in place.
 - 4.2.2 Establish voter eligibility criteria in accordance with the Bylaws.
 - 4.2.3 Respond to questions and/or concerns, if any, pertaining to the voter eligibility and qualification issues.
- 4.3 NEC shall:
 - 4.3.1 Conduct fair and clean elections in accordance with this Procedure and the applicable requirements of the Bylaws. In the event of any conflict between the requirements of this Procedure and the Bylaws, the Bylaws shall govern.
 - 4.3.2 Select the Ballot Company from the recommended list of Companies provided by the KOA Secretary.
 - 4.3.3 Approve the Voter List submitted by the Secretary.
 - 4.3.4 Ensure that NEC maintains complete independence from KOA, its associates and affiliates for conducting the election.
- 4.4 KOA Secretary shall:
 - 4.4.1 Solicit bids from Ballot Companies and provide a list of the recommended bidders to the NEC.
 - 4.4.2 Prepare the Voter List in accordance with the voter qualification requirements of the Bylaws and submit it to NEC.
 - 4.4.3 Resolve the bouncing email issues and assist NEC to resolve missing information in the Voter List, if any, as identified by the NEC during its review of the Voter List.
- 4.5 KOA shall:
 - 4.5.1 Pay all and election expenses, including the Ballot Company fees.

5.0 Requirements

- 5.1 **BALLOT COMPANY SELECTION**
A Ballot Company shall be selected by the NEC for the election as follows:
KOA Secretary shall solicit proposals from Ballot Companies for each election and provide recommended bidders to NEC. The NEC shall select the Ballot Company on the basis of the cost, past performance and notify the Secretary. The Secretary shall award contract to the selected company on behalf of KOA and in accordance with KOA's procedures. KOA's contract with the Ballot Company shall require that the Ballot Company's written and verbal communications relating to the conduct of the election shall be directed only to the CNEC. Ballot Company shall not communicate with KOA on any election matters other than financial issues related to the management of the contract.



5.2 VOTER QUALIFICATION

A voter shall be eligible to vote only if he (or she) complies with the voter eligibility requirements of the Bylaws. NEC has no jurisdiction to interpret and/or amend the voter eligibility requirements of the Bylaws. Such authority lies only with the BOD.

5.3 VOTER LIST VERIFICATION

The initial voter list shall be prepared by the Secretary based upon the membership status of the individuals and the families. The Secretary shall ensure that the initial voter list complies with the voter eligibility requirements of the Bylaws and the membership deadline set by the BOD. This voter list shall be reviewed by the Zone Directors to ensure, as much as possible, that the voters residing in their respective Zones are correctly listed and that there are no obvious errors and/or omissions. The Zone Directors shall use their best judgment to verify the voter list.

5.4 VOTER LIST CONFIRMATION

NEC shall issue the verified voter list to the candidates for their review. After their comments are resolved by NEC, the voter list shall be considered confirmed. The Secretary shall assist NEC, if requested, to resolve the Candidates' comments.

5.5 PAPER BALLOTS

5.5.1 Paper ballots shall be limited only to those voters (such as seniors) who may not have access to the online voting system. Because of excessive costs and technical issues involved, paper ballots shall not be assigned on the basis of personal convenience, desirability or preference.

5.5.2 NEC shall design the paper ballot (see Attachment 7.7); sign the original and mail it to the voter by certified mail along with a pre-addressed and pre-stamped envelope.

5.5.3 The voter shall mark the box on the NEC-signed original ballot against the voter's candidate of choice and return the original ballot to NEC in the pre-stamped envelope. The return ballots need not to be returned by certified mail. However, the post-marked date on the paper-ballot shall not exceed the deadline.

5.5.4 The return ballot shall be considered invalid if any one of the following conditions exist:

5.5.4.1 The ballot is signed by someone other than the voter to whom the original ballot was mailed to.

5.5.4.2 More than one candidate is voted for the same office.

5.5.4.3 The ballot is not signed by the voter.

5.5.4.4 The post-marked date on the paper ballot is later than the deadline date.

5.5.4.5 The ballot is tampered.

5.5.4.6 The ballot is not the original ballot with original NEC signature. Copies of the original ballot are not acceptable.

5.6 ELECTION MANIFESTO

NEC shall provide electronic platform for all candidates to post their election manifesto on KOAUSA Forum. Refer to Attachment 7.5 for applicable guidance.



- 5.7 **COMMUNICATION WITH MEMBERSHIP**
NEC shall issue regular communiqués to the membership, as needed. The goal is to keep voters informed of the election milestones, progress, schedule and any major issues that might impact the course of the election process, but not bombard them with an avalanche of e-mails.
- 5.8 **MANAGEMENT OF KOAUSA FORUM**
In order to provide equal opportunity to all candidates to present their manifestos on KOAUSA forum, NEC shall manage this forum during the election process in accordance with the instructions delineated in Attachment 7.6.
- 5.9 **CANCELLATION OF ELECTION**
NEC has the option to cancel the election if it experiences willful breach of this procedure by anyone, including the candidates, Ballot Company or KOA and its associates and affiliates. Such an action shall be exercised with caution and only if the identified breach of this procedure cannot be remedied to the satisfaction of the NEC.
- 5.10 **ELECTION RESULTS**
The Ballot Company shall provide the election results to NEC in a timely fashion and the confidentiality of the results shall be maintained until NEC has reviewed the results with the Ballot Company and is ready to announce them to the public. As a matter of protocol, NEC shall first inform the candidates and then simultaneously inform the BOD and post the results on the public forums.

6.0 Election Procedure

The following procedure shall be used to conduct all elections for the KOA President and the Directors. This process is further illustrated on the flowchart in Attachment 7.1.

- 6.1 KOA President shall promptly notify the membership about the elections to be conducted and the offices to be elected. The President shall nominate CNEC (unless one is already in place) for BOD's approval.
- 6.2 BOD shall approve the CNEC and set the membership deadline date for election.
- 6.3 CNEC shall select members for the NEC. NEC shall have at least three voting members including CNEC. The Secretary shall not be a voting member of the NEC, but shall act as liaison between NEC and KOA for administrative purposes only.
- 6.4 KOA shall solicit bids from Ballot Companies for conducting the election and provide recommended bidders to NEC.
- 6.5 NEC shall select the Ballot Company from KOA's recommended bidders and KOA shall award the contract to the Ballot Company.
- 6.6 NEC shall develop the election schedule, inform the membership and invite nominations in accordance with Attachments 7.2, 7.3 and 7.4.
- 6.7 NEC shall finalize the list of candidates for the election and inform the membership.
- 6.8 KOA Secretary shall prepare the Voter List and issue it to Zone Directors for verification.
- 6.9 KOA Secretary shall resolve Zone Directors' comments and issue the Verified Voter List to NEC.
- 6.10 NEC shall review the Voter List and issue it to the Candidates for review.



- 6.11 The Candidates shall review the Voter List and provide comments to NEC.
- 6.12 NEC shall resolve the Candidates' comments and confirm the Voter List for election.
- 6.13 NEC shall issue the Confirmed Voter List to Ballot Company with a copy to the Secretary.
- 6.14 NEC shall mail out Paper Ballots to the designated voters and consolidated the Paper Ballot results.
- 6.15 Ballot Company shall issue "Email Blast" to verify voter emails. Bouncing emails, if any, shall be corrected by the Secretary.
- 6.16 Ballot Company shall conduct the e-Election.
- 6.17 NEC shall provide Paper Ballot count to the Ballot Company.
- 6.18 The Ballot Company shall consolidate the e-Ballots and the Paper Ballots to calculate the final totals.
- 6.19 Ballot Company shall provide the final results to the NEC.
- 6.20 NEC shall review the final results, inform the candidates and then announce the results to the membership. NEC shall simultaneously provide the results to the BOD in writing.

7.0 Election Results

- 7.1 NEC has the right to order the recount of votes, or a new election if it has reason to believe that the KOA Management, candidates themselves, or any other individual or party has willfully violated the provisions of this procedure with intent to impact or alter the results of the election in favor of a certain candidate or candidates.
- 7.2 If the two of the contesting candidates receive exactly the same number of votes, NEC shall order the recount of the votes. If the recount shows that one of the candidates has received more than 50% votes, the candidate shall be declared to have won the election. If the recount shows that the two candidates have received the same number of votes, the NEC shall order a new election unless one of the candidates voluntarily withdraws from the election in favor of the other.
- 7.3 If one candidate wins by a narrow margin of less than 3%, the loser candidate has the right to request a recount of the votes. If the recount shows that one of the candidates has received more than 50% votes, the candidate shall be declared to have won the election. If the recount shows that the two candidates have received the same number of votes, the NEC shall order a new election unless one of the candidates voluntarily withdraws from the election in favor of the other.

8.0 Issue Resolution

If there are any issues from the public and/or candidates, they shall be immediately brought to the attention of the NEC. The NEC shall resolve the issues in a timely manner and the NEC's decision shall be binding on all the parties involved.

9.0 Revision

This procedure may be revised by KOA, as and when needed, subject to the approval of the BOD.

10.0 References

KOA Bylaws

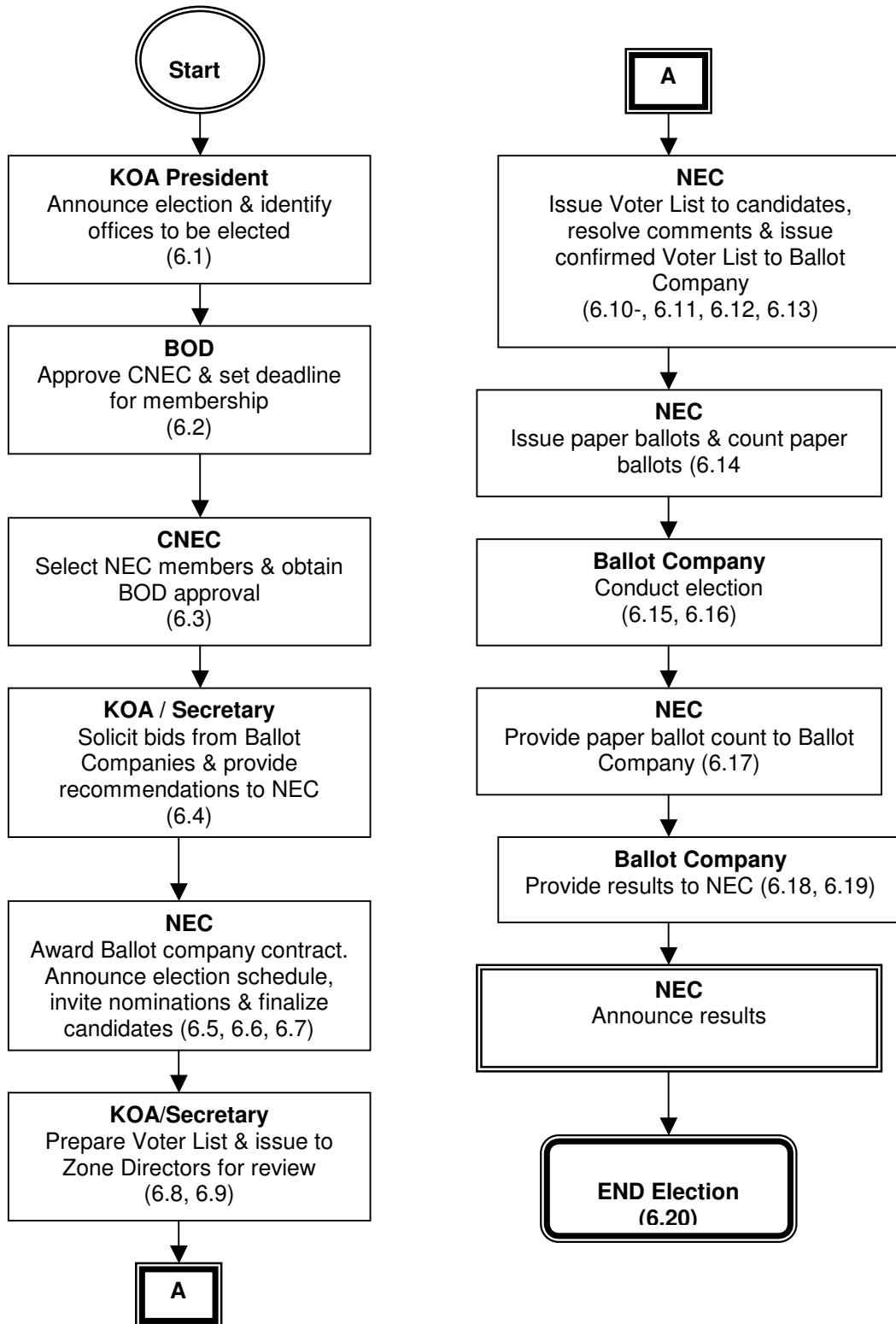


11.0 Attachments

- 11.1 Election Process Flowchart
- 11.2 Election Announcement
- 11.3 NEC Form A
- 11.4 NEC Form N
- 11.5 Election Manifesto Guideline (NECG01)
- 11.6 KOAUSA Guideline (NEG02)
- 11.7 Paper Ballot



Attachment 11.1 – Election Process Flowchart





Attachment 11.2 (page 1 of 2)
XXXX KOA ELECTION ANNOUNCEMENT
(Year)

NEC, the Nomination & Election Committee, is hereby inviting nominations for the following positions for the upcoming KOA election.

- **KOA President**
- **Director Zone _** (List the states for this Zone)
- **Director Zone _** (List the states for this Zone)
- **Director Zone _** (List the states for this Zone)

Membership Deadline for Election: xx.xx, xxxx, 11:59 PM EST
(Date)

Nomination Deadline: xx.xx, xxxx, 11:59 PM EST
(Date)

Nomination Acceptance Deadline: xx.xx, xxxx, 11:59 PM EST
(Date)

NEC Announcement of Candidates (nominated & accepted): xx.xx, xxxx, 11:59 PM EST
(Date)

Nomination Withdrawal Deadline: xx.xx, xxxx, 11:59 PM EST
(Date)

NEC to Begin Voter List confirmation: xx.xx, xxxx,
(Date)

Conduct Election: xx.xx, xxxx,
(Date)

Announce Results: xx.xx, xxxx,
(Date)

Qualifications:

- A candidate for President shall be a member of KOA in good standing for three consecutive years XXXX-XXXX (NEC to list years). The candidate shall be nominated by at least one “dues-paid” member of the community.
- A candidate for Zone Director shall be a “dues-paid” member in good standing and resident of respective Zone. The candidate shall be nominated by at least one “dues-paid” member residing in the same zone.

Both Nominating and Nominated members shall be “dues-paid” members as of xx.xx, xxxx,
(Date)

- In the unlikely event of having no nominations from a particular zone for the Director, NEC will have the mandate to nominate at least one person from that particular zone.



Attachment 11.2 (page 2 of 2)
XXXX KOA ELECTION ANNOUNCEMENT

Nomination Process:

1. In order to contest elections, a candidate must be nominated by a “dues-paid” member of the community. A candidate may receive multiple nominations for multiple positions (based on their qualifying criteria). Once all nominations are received, NEC will ensure that Acceptance for the nominations is adequately documented, prior to announcing the final candidate list for all contest positions.

A Nominating member shall complete the nomination form (NEC Form N – Attachment 7.3) and send the form to reach NEC as soon as possible but no later than xx.xx, xxxx, 11:59 PM EST
(Date)

2. The form shall be sent to NEC by one of the following means:

- (a) Complete the form and copy it into the body of your own e-mail and send to xxxxxxxxxx@yahoo.com (NEC to provide e-mail address)

- (b) Complete the form, sign and fax to xxx-xxx-xxxx (NEC to provide fax number)

3. The nominating member shall inform his (her) nominated candidate to send nomination acceptance form (NEC Form A – Attachment 7.4) to reach NEC as soon as possible, but no later than xx-xx-xx, 11:59 PM EST. The nomination acceptance form shall be sent by the nominated member to NEC by one of the following means:

- (c) Complete the form and copy it into the body of your own e-mail and send to xxxxxxxxxx@yahoo.com (NEC to provide e-mail address), **or**

- (d) Complete the form, sign and fax to xxx-xxx-xxxx (NEC to provide fax number)

4. **Please note that the cutoff dates and deadlines are very important and will be strictly adhered to, in order to make it a fair election and avoid any confusion of “sent but not received on time” situations. The nominations which are not filled in completely or which do not reach NEC by the above deadline date may be rejected for the election. Nomination acceptance forms which are not filled in completely or which do not reach NEC by the above deadline date may be rejected and the associated nomination cancelled for the election.**

Appeal:

Please make copies of this communiqué and make them available to all those community members who may have either no access to KOA forums or to e-mail. Please forward this message to all those members of our biradari who may have access to e-mail but not to the KOA forums.



Attachment 11.3 - FORM N
XXXX KOA ELECTION – NOMINATION FORM
(Year)

Instructions:

To send your nomination, please do one of the following:

1. Fill in a paper copy of this form, sign and fax to **XXX-XXX-XXXX** (NEC to provide fax number) to reach NEC* no later than **XX-XX-XXXX**, 11:59 PM EST (NEC to list date), **or**
2. Complete this form, copy it into the body of your own e-mail and send to XXXXXX@yahoo.com to reach NEC no later than **XX-XX-XXXX**, 11:59 PM EST.

Declaration:

I (your name) _____

Living at (your address) _____

Phone # _____

E-mail address _____

Hereby nominate the following individual for the office of KOA President/Zone Director (Please note, that a candidate for zonal director position can only compete in one zone (based on his domicile state).

	KOA President	Zone Director (State Zone #)
Candidate's Name		
Candidate's Address:		
Candidate's Phone No.		
Candidate's E-mail Address:		

I further certify that:

1. I am a 'dues-paid' member of KOA for the year **XX-XX-XXXX** (list year)
2. The candidate I am nominating for KOA President/Zone Director and whose name appears above:
 - Has shown the dedication and community spirit worthy of this nomination.
 - To the best of my knowledge, is a current "dues-paid" member of KOA.
 - Has indicated a willingness to run for this office.
 - Will be, if needed, available and willing to participate in an Open Forum debate with other nominated candidates to discuss issues raised by the community. (The candidate will have right to withdraw pending all other nominations for the said office.)
 - My signature below indicates an honest representation of facts and a willingness to comply with the rules as set by KOA and the NEC.

(Print Name)

(Signature)

Date

Nomination & Election Committee XX-XX-XXXX (List year)



Attachment 11.4

FORM A

XXXX KOA ELECTION – NOMINATION ACCEPTANCE FORM

(Year)

Instructions:

To send your acceptance of the nomination for KOA President/Zone Director, please do one of the following:

- 3. Fill in a paper copy of this form, sign and fax to (XXX-XXX-XXXX) to reach NEC* as soon as possible but no later than XX-XX-XXXX, 11:59 PM EST, **or**
- 4. Complete this form, copy it into the body of your own e-mail and send to XXXX@yahoo.com to reach NEC as soon as possible but no later than XX-XX-XXXX, 11:59 PM EST.

Declaration:

I hereby accept the nomination for the office of KOA President/Zone Director.

- Candidate for KOA President Candidate for Director of Zone _____
(Please identify zone)

Your Name		
Your Address:		
Phone No.		
E-mail Address:		
Provide your brief introduction (not to exceed 50 words). This data will be used to introduce you as a candidate. Use continuation sheet, if required.		

I further certify that:

- I fully comply with the qualification requirements of KOA Bylaws for the above position for which I am accepting the nomination for.
- I will be, if needed, available and willing to participate in an Open Forum debate with other nominated candidates to discuss issues raised by the community. I will have right to withdraw pending all other nominations for the said office.
- My signature below indicates an honest representation of facts and a willingness to comply with the rules as set by KOA and NEC.
- I have included my bio data (not to exceed 50 words) above, which may be used by NEC to introduce me as a candidate for the office of KOA President/Zone Director.

Print Name: _____ Signature: _____
Date _____

* Nomination & Election Committee XXXX (List year)



Attachment 11.5

Election Manifesto Guideline (NECG-01)

It is probably impossible to conceive of people exercising their democratic aspirations without effective participation in the electoral process. Democracy depends on all contesting points of views being fairly and equitably communicated so that people may make well informed choices. There cannot be a meaningful and rigorous debate of the fundamental issues concerning the community without means of expressing our legitimate views and being properly heard. For the candidates it is important to be able to present his or her sincere and appropriate message to the community and for voters it is their right to receive complete and accurate information without distortion or manipulation. All of this, however, has to be achieved in a civilized, elegant and courteous manner.

With this in mind, the NEC will provide an electronic platform for all candidates to post their election manifesto that will be accessible to the members for information only on KOAUSA forum throughout the election process. Please apply the following guidelines for the manifesto submission:

- The NEC will allow each candidate to provide motivational statement of no more than **1500 words** for the presidential candidate and **1000 words** for the zonal director candidate to be posted on the official KOA website. Any manifesto longer than the required space limit will be truncated by the NEC without regard for its sense. Thus it is critical that the candidates strictly adhere to these criteria.
- All the manifestos should be e-mailed to the NEC (XXXX@yahoo.com) by XX-XX-XXXX (*list date*), to be posted on-line by the NEC on KOAUSA forum simultaneously. Manifestos received after the deadline will not be accepted.
- Manifesto should begin with the “**Position**” for which nominated followed by the “**Candidate’s name**”.
- Manifesto is a document that sets out what the candidate stands for, what he or she will do if elected, and why voters should vote him or her over other candidates. Attempt should be made to clearly address these points in the manifesto. From these postings, people expects to know, which issues concerning our community have been identified by the candidates and how they plan to tackle them in case they are elected for the said post.
- Manifesto gives the candidate a best chance to showcase his or her ability to take our growing community ahead, and untangle it from the bickering and animosity. NEC implores civility for the candidate in drafting of this manifesto. Please stay away from any tasteless contents and adhere to the standards of objectivity and balance of views.
- Via KOAUSA forum guidelines (**NECG-02 – Attachment 7.6**), the NEC will welcome questions from the members that can be addressed to the candidates by the NEC.



Attachment 11.6 KOAUSA FORUM GUIDELINE (NECG-02)

One of the key elements involved in conducting a fair and clean election for KOA is management of the KOAUSA forum during the election process. Since KOAUSA is the only official forum for the paid KOA members, it is important that the forum is used to help the community members in making informed choices about their candidates and in deciding their individual voting preferences. To do this in a manner that is fundamentally fair to all the candidates, it is vital that KOAUSA forum doesn't permit any particular candidate any undue advantage over other candidates. In the interest of fairness, the forum needs to give an opportunity to each candidate to present his/her election manifesto to the community members. Equally important is that KOA members get an opportunity to ask pertinent questions to their candidates.

Recognizing the necessity of members to use the KOAUSA forum on one hand and the critical need to keep the forum clean and civilized, NEC will manage KOAUSA forum exclusively during the election process under the following set of guidelines:

1. The ability to post on the forum for all (KOA, candidates, and all members) except NEC will be blocked until the election is completed.
2. On behalf of KOA, NEC will post only community announcements such as birth or death in a KP member family, or important community events etc as long as such announcements are not judged by NEC to be a propaganda tool for any candidate.
3. NEC will post election manifestos of each and every presidential and zonal director candidate per NEC's Election Manifesto Guideline (NECG-01).
3. NEC will provide opportunity for KOA community members to anonymously ask pertinent questions to candidates and the candidates in turn will have opportunity to answer the questions. To facilitate this question and answer sessions on the KOAUSA forum, community members will be requested to e-mail their questions to < KOAUSA@yahogroups.com
4. Based on the community input in terms of questions/concerns, NEC will formulate representative questions and simultaneously e-mail questions to all the presidential candidates or to competing zonal director candidates (as applicable). All the representative questions that NEC poses to the candidates (based on membership question pool) and the answers from the candidate(s) will be posted on KOAUSA forum.
5. The community members will be requested to **formulate objective questions, which could help the larger community to make educated voting choices**. If a candidate chooses not to answer a question or fails to e-mail his/her answer to NEC within NEC stipulated time, it shall be clearly indicated in our posting on the forum.
6. Questions or challenges by members should not be in the form of **personal attacks**. Any questions/concerns e-mailed to NEC using **insulting or derogatory language** will be automatically deleted and not included in the membership question pool. NEC will reserve the discretion to decide how to frame and post the representative questions.
7. At least one question and answer session will be dedicated to presidential candidates only. For this session, presidential candidates will be requested to e-mail their questions (addressed to another specified presidential candidate) to <KOAUSA@yahogroups.com> NEC will e-mail these questions to the specified candidate for answers. Name and question(s) of a candidate



along with the answer(s) and name of answering candidate will be posted on KOAUSA forum. Similar procedure will be used for arranging at least one question answer session between zonal director candidates if more than one candidate is contesting from the same zone. These sessions will not feature candidates who have been already elected unopposed.

8. NEC's representative questions to candidates will not include **any trash talk, mud slinging, innuendoes or insulting personal attacks, or any other activity that would be considered to be counter productive** to our goal of ensuring an honest and upright election with equal opportunity for all candidates to express their positions and views in an environment of decency and good will.



Attachment 11.7
Paper Ballot, XXXXX KOA Election
(Year)

Dear Voter:

Please write your name and address below and indicate your choice by placing a check mark against the name of the candidate of your choice. **Only one box must be checked for one candidate.** If you check both boxes, your vote will be invalid. This ballot is valid for one voter only.

This is the original ballot authenticated by the original signature of the issuing authority. This original vote must be returned to NEC in the enclosed self-addressed envelope. Copies of this ballot are not acceptable and will be invalidated.

Voter's Name: _____
(Print full name)

Voter's Address: _____

President (Check only one box)

(NEC to list name of the candidate)

(NEC to list name of the candidate)

Director Zone___ (Check only one box)

(NEC to list name of the candidate)

(NEC to list name of the candidate)

Director Zone___ (Check only one box)

(NEC to list name of the candidate)

(NEC to list name of the candidate)

Ballot authenticated by:

(Original Signature of NEC)

Date

(Note: NEC shall list all the candidates and the offices they are seeking election for.)