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Retired Armed Forces Officers' Welfare Association (RAOWA)

VIP Road, Mohakhali, Dhaka-1206, Tel : 02-5505863, 02-5505864, 02-5505865, 02-5505866
Mob : 01711 054 344, E-mail : raowa.office@gmail.com, Web : www.raowa.org

Ref : RAOWA/ELECTION/3-02/2023

Date: 27 Mar 2023

GUIDELINE, ELECTION SCHEDULE AND CODE OF CONDUCT - RAOWA EXECUTIVE COMMITTEE ELECTION 2023-2024

Refs:

- A. Article 9 (kha) (7) of RAOWA Constitution.
 - B. RAOWA ltr No RAOWA/3-02/2023/57 dated 22 Mar 2023.
1. **Introduction.** Pursuant to ref A, election for 15 office bearers of the Executive Committee of RAOWA for the term 2023-2024 will be held on 13 May 2023 (Saturday) between 1501 hrs to 1900 hrs at RAOWA Complex.
 2. **Guideline of Election.** Election related issues are as follows:
 - a. **Venue of the Election.** RAOWA Complex.
 - b. **Eligibility of the Candidate.**
 - (1) For the post of Vice Chairman - Army, Vice Chairman - Navy and Vice Chairman - Air Force, RAOWA members who all have retired in the rank of Col & above (equivalent rank in Navy and Air Force), having completed at least **28 years** of service are eligible to contest.
 - (2) RAOWA members who all have completed at least **15 years** of active service in military are eligible to contest for any post in the EC.
 - (3) No member can contest for consecutive two terms in any post in the EC.
 - (4) Members of the Election Commission shall not contest in the election.
 - (5) Suspended members are not eligible to vote or contest in the election.
 - (6) Any member who is involved in any job or business (directly or indirectly) with RAOWA is not eligible to contest in the election.
 - (7) If there is an inquiry in process against a member, the member shall not be eligible to run for the election until inquiry is over or disposed of.
 - (8) No member of RAOWA shall have the right to contest, propose, second or vote unless he/she has cleared up all dues pending with RAOWA by **01 Apr 2023**. A list of names having outstanding bills will be displayed on the Notice Board and copy of the same will be available in respective sections.
 - c. **Nomination Paper.** Nomination paper will be available at RAOWA Sectt at the rate of Tk 1000/= per set for each post.



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d. **Submission of Nomination paper.** Nomination paper has to be submitted along with 02 copies of passport size coloured photograph of the candidate.

e. **Schedule of Election Events.** The schedule of all events related to the election is enclosed as Annex A to this guideline.

f. **Code of Conduct.**

(1) A candidate may circulate campaign materials such as manifesto, message or CV both in hard copies as well as soft copies through any media but shall not host any party or get-together and/or be hosted by any other member in any party or dinner or get-together or in any other form for campaigning purpose.

(2) Any comment in any form and in any media against any candidate by any one is not permitted. Any one doing so may lose his voting right or if he/she is a candidate shall lose his/her candidature.

(3) During the election, use of mobile phone will remain prohibited in the Election/Polling area.

(4) Members of Election Commission shall not take part in election campaign nor they shall make any statement in any form or in any media about any candidate.

(5) A candidate may seek nomination for only one position of the Executive Committee. The candidate has to collect his/her nomination paper by himself/herself or his/her authorized person (in writing) only. The authorized person must sign and mention his/her RAOWA number and name on the register.

g. **Ballot Counter.** Eligible voters are to collect ballot papers from the counter as under:

- | | | | |
|-----|------------|---|--|
| (1) | Counter AA | - | RAOWA # 0001 to 1000. |
| (2) | Counter BB | - | RAOWA # 1001 to 1500. |
| (3) | Counter CC | - | RAOWA # 1501 to 2000. |
| (4) | Counter DD | - | RAOWA # 2001 to 2500. |
| (5) | Counter EE | - | RAOWA # 2501 to 3000. |
| (6) | Counter FF | - | RAOWA # 3001 to 3500. |
| (7) | Counter GG | - | RAOWA # 3501 to 4000. |
| (8) | Counter HH | - | RAOWA # 4001 to 4500. |
| (9) | Counter JJ | - | RAOWA # 4501 to up to last RAOWA Number. |



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- h. **Voter List.** Voter list may be obtained from RAOWA Secretariat on payment of Tk 500.00 (Five hundred) per set wef 29 Apr 2023.
3. **Cancellation of Nomination Paper.** The Election Commission reserves the right to cancel any nomination paper for violation of these instructions or any relevant Article of the RAOWA Constitution pertaining to the election.
4. **Disposal of Disputes.** In case of any dispute, concerned candidate may submit appeal to the Chief Election Commissioner in writing. The same will be discussed in the Election Commission. Decision of the Election Commission will be final and binding.
5. **Polling Agents.** Contestants may nominate one RAOWA Member each as polling agent whose duty will be as follows:
- May remain present at the polling centre during casting and counting of votes at the area earmarked for them.
 - May help in the compilation of result.
 - Names of respective polling agents are to be sent to RAOWA Sectt by **29 Apr 2023**.
6. **RAOWA Identity Card.** Members are advised to carry their RAOWA Identity Card on the day of election and show the same if so demanded by the Election Commission.
7. **Viewing Notice Board.** Members are requested to view the Notice Board of RAOWA for the latest circular(s) issued by the Election Commission from time to time.
8. The Election Commission avails itself of this opportunity to request all the Honourable Members to extend necessary co-operation for smooth conduct of the election.

Maj Gen Md Zahirul Islam, SGP, ndc, psc
Master General of Ordnance, Bangladesh Army
Chief Election Commissioner
RAOWA Executive Committee Election -2023

Distribution:

All Founder Member and Life Members of RAOWA

Chairman, RAOWA

Notice Board, RAOWA

Annexure A to Guideline And Code of Conduct
for RAOWA EC Election 2023-2024

ELECTION SCHEDULE FOR THE EXECUTIVE COMMITTEE ELECTION 2023-2024

Election Schedule is as under:

1.	Nomination Paper	Will be available at RAOWA Secretariat on all working days between 1000 – 1530 hrs wef 02 Apr 2023.
2.	Last Date of Submission of Nomination Papers	15 Apr 2023 (Saturday) up to 1530 hrs. To be submitted to RAOWA Secretariat.
3.	Scrutiny of Nomination Papers	16 Apr 2023 (Sunday).
4.	Publication of Preliminary Candidates List	17 Apr 2023 (Monday) by 1530 hrs.
5.	Appeal , if any	20 Apr 2023 (Thursday) by 1300 hrs.
6.	Hearing on Appeal and Decision by Election Commission	25 Apr 2023 (Tuesday) 1200 hrs to 1400 hrs.
7.	Publication of Revised Candidates List after Hearing on Appeal (if applicable).	26 Apr 2023 (Wednesday) after 1700 hrs.
8.	Withdrawal of Candidature	29 Apr 2023 (Saturday) by 1300 hrs.
9.	Publication of Final Voter List	29 Apr 2023 (Saturday) by 1700 hrs.
10.	Publication of Final Candidates List	30 Apr 2023 (Sunday) by 1600 hrs.
11.	Briefing to the Candidates by The Election Commissioner	Election Commission will schedule on or before 03 May 2023, Wednesday at 1900 hrs.
12.	Date and Time of Election	13 May 2023 (Saturday) from 1501 hrs to 1900 hrs.
13.	Counting of Votes	13 May 2023 (Saturday) from 1945 hrs.
14.	Announcement of Provisional Election Result	On completion of counting. No complaint will be addressed after the announcement of provisional election result.
15.	Publication of Final Election Result	14 May 2023 (Sunday) by 1700 hrs.