

### Schedule of IEP Election for the Term 2019-2021

As per Constitution & Bye-Laws of the Institution of Engineers Pakistan, Elections are to be held this year for the term 2019-2021. The following schedule is to be followed:-

Item / Descriptions	Target Date	Action to be taken by
List of Fellows and Members division wise with correct latest mailing address who have paid their dues or paid fee for enrollment up to 30 <sup>th</sup> June 2018, to be sent to Secretary General, IEP, HQ.	Before 15 <sup>th</sup> August 2018	Chairmen of all Local Centers
Formation of Election Commission / Appellate Committees	During the July / August Central / Local Council Meetings	Central & Local Councils
To provide to Local Centers and place on web, the authenticated list of Fellows (with name, Division & Center) eligible to stand for President, Vice Presidents, Chairmen, and vice Chairmen and List of Members (Division / Center wise).	Up to 1 <sup>st</sup> September 2018	Secretary General IEP HQ
Inform to Registrar Co-operative the complete schedule & request for nomination of an officer to oversee the IEP elections.	By 10 <sup>th</sup> September 2018	Secretary Headquarter Election Commission
Division wise seats of Vice President, Central Council Member, Vice Chairman and Local Council Member	Up to 15 September 2018	Secretary General, IEP Headquarter
Invitation for Nominations for following Posts:- (Appendix – 1 of Constitution) (i) President (ii) Vice Presidents (iii) Members of Central Council	Up to 15 <sup>th</sup> September 2018	The Secretary Headquarters Election Commission
Invitation for Nominations for the following posts:- (Appendix - 1 of Constitution) (i) Chairman (ii) Vice Chairmen (iii) Members Local Council	Up to 15 <sup>th</sup> September 2018	Secretaries of the Election Commission of respective Local Centers
Receipt of Nomination Papers (Appendix – II, III, IV, & V of Constitution)	Up to 1600 Hrs on 5 <sup>th</sup> October 2018 in IEP Headquarters and respective Local Centers.	Corporate Members of IEP

Scrutinizing the nominations received, and informing the candidates about the acceptance or rejection of their nominations (giving the reasons for rejection if any).	Up to 1600 Hrs 15 October 2018	Secretary Headquarters Election Commission for HQ Posts Secretary respective Local Centers Election Commission for Local Centre posts
Withdrawal or objections, if any on the reason of rejection or the acceptance of candidature to be sent to HQ / Local Center Election Commissions for the HQ Posts and respective Local Centre Posts.	Up to 1600 Hrs 25 <sup>th</sup> October 2018.	By the Concerned Candidates
Finalization of the eligible candidates & Lists to be displayed on Notice Boards.	Up to 31 <sup>st</sup> October 2018	Headquarters Election Commission and Local Center Election Commissions
Dispatch of Ballot Papers	Up to 25 <sup>th</sup> November 2018	Secretary Headquarters and Local Centre Election Commission
Receipt of Ballot Papers	On or before 15 <sup>th</sup> Dec, 2018 by 1600 Hrs	Corporate Members
Scrutiny / Counting of the Ballot Papers (Votes).	Starts at 1800 Hrs on 15 <sup>th</sup> December 2018 and continue till the counting is complete.	Headquarters and Local Centre Election Commissions
Announcement of Results	Immediately after Completion of Counting	Respective Election Commission for the Headquarter and Local Centers
Oath of Office	Immediately after announcement of results	Sitting President / Chairman Election Commission
Completion of Results	By 20 <sup>th</sup> December 2018	Chairman of Election Commission
Notification / Declaration of Results of Headquarters & Centers	Prior to AGM	Secretary General
In case of non holding of election: by any center the vacancies shall be filled by nomination	Immediately after election	Sitting Council