

# **New York City Bangladeshi Civil Service Society**

## **Election Announcement Notice for Executive Committee**

**(Term: 2024-2025)**

Date: October 1<sup>st</sup>, 2023.

Dear Members,

The Election Commission is pleased to inform you that an Election will be conducted to select the members of Executive Committee for two years term (January 1<sup>st</sup>, 2024, to December 31<sup>st</sup>, 2025) on November 4<sup>th</sup>, 2023, at 7pm to 9pm at Matin Restaurant located on 53-33 Hillside Ave, Jamaica, New York, NY 11432. We are encouraging all registered members to participate in the election as a voter and/or a candidate seeking any position in the committee.

### **A. Eligibility of the candidates to participate in the election.**

- At least two (2) years active member of the society
- Last two years membership fees shall be paid to the Finance Secretary by October 20<sup>th</sup> 2023.

**B. Executive Committee members (17)** are- President -1; Sr. Vice-President 1; Vice President-1; General Secretary-1; Joint Secretary-1; Organizing Secretary -1; Finance Secretary-1; Assistant Finance Secretary -1; Education Secretary-1; IT Secretary; Mass Communication and Press Secretary-1; Cultural Secretary-1, and five (5) Executive Members.

**C. Nomination Fee for each candidate** will be- President:\$300; Sr. Vice-President:\$250; Vice President:\$250; General Secretary:\$200; Joint Secretary:\$200; Organizing Secretary:\$150; Finance Secretary:\$150; Assistant Finance Secretary:\$150; Education Secretary:\$150; IT Secretary: \$150; Mass Communication and Press Secretary:\$150; Cultural Secretary:\$150, and five (5) Executive Members:\$100 for each member.

**D. Nomination form Distribution:** The nomination form along with the Election Announcement Notification will be available in our website at [www.nbcsny.org](http://www.nbcsny.org). The documents will be emailed to all registered members 1<sup>st</sup> week of October 2023. The documents can be collected in person for the Election Commission on October 8<sup>th</sup>, 2023, in between 6pm-9pm at Matin Restaurant located at 153-33 Hillside Avenue, Jamaica, NY 11432.

**E. Nomination Form Submission Due Date:** A complete Nomination Form (copy Attached) shall be submitted along with prescribed fee for each position to the Election Commission at [bhuiyan70@yahoo.com](mailto:bhuiyan70@yahoo.com) or in person to the Commission Members on or before October 23<sup>rd</sup>, 2023.

**F. Nomination Form Withdrawn Last Date:** The submitted nomination form withdrawn last date will be October 25<sup>th</sup>, 2023. A written application to withdraw the nomination shall be submitted to the Chief Election Commissioner in person or sending an email at [bhuiyan70@yahoo.com](mailto:bhuiyan70@yahoo.com).

Election Commission will:

- Review all nominations, if found any information is missing on the nomination form, the commission will contact candidate to make corrections and resubmit it by October 27<sup>th</sup>.
- Publish a list of disqualifying candidates with an explanation of their disqualifications (if any).
- Will make an arrange for hearing if any candidate appeals for a hearing in writing and election commission's decision will be final.
- Publish a final list of eligible candidates on October 30<sup>th</sup> 2023.

**G. Election Conduct.**

- Election will be conducted on November 4<sup>th</sup>, 2023, at 7pm-9pm at Matin Restaurant.
- If Election Commission receives only one nomination form for each position by October 23<sup>rd</sup>, and forms are found accurate, and candidacies are eligible for election then Election Commission will declare them "elected" without any further votes. Declaration will be done on Election Day or earlier.
- Election will be conducted only for those positions, where more than one nomination forms have been received against each position.

- If no members are interested in election, then Election Commission will conduct a selection process for each position and winner will be determined by the majority votes.
- Election Commission will prepare and certify the list of elected officials name, and title for each position.
- An Oath of Allegiance Ceremony will be conducted by the Election Commission during the annual dinner party in December 2023.

Signed / 10-1-23

**Mohammed Bhuiyan**

Chief Election Commissioner

Signed /10-1-23

**Azhar Ali Khan**

Election Commissioner

Signed/10-1-23.

**Shujauddin Mollah**

Election Commissioner