

# PAKISTAN COSMETICS MANUFACTURERS ASSOCIATION

## ELECTION SCHEDULE 2024-26

Sr.No	Event	Day and Date	Time Frame	As per Rule
1.	Approval of Election Schedule by Executive committee	Saturday 13 <sup>th</sup> July 2024	First half of July	Rule 14 (1-a) of TOR 2013
2.	Issuance and Display of the Election schedule at notice board and official website; its circulation among the eligible voters and its Submission to the Regulator	Monday 15 <sup>th</sup> July 2024	Within two days of approval by executive committee	Rule 14 (2) of TOR 2013
<b>9<sup>th</sup> and 10<sup>th</sup> Muharram (Tuesday, 16<sup>th</sup> – Wednesday, 17<sup>th</sup> July 2024)</b>				
3.	Submission of changes desired by the member firm regarding the name of their representative to the Secretary General, PCMA	Friday 19 <sup>th</sup> July 2024	Within three days of announcement/issuance of the election schedule	Rule 18 (2) of TOR 2013
4.	Display of Provisional List of Members eligible to vote along with their National Tax No, Sales tax Registration No (if applicable), name and National ID Card No of the representative at: a. Notice board of registered office b. Official website c. Submission to the regulator	Tuesday 23 <sup>rd</sup> July 2024	Within seven days of announcement of election schedule	Rule 18 (3) of TOR 2013
5.	Last date for the submission of objections by members to the entries in the list of voters to be sent to the Secretary General	Monday 29 <sup>th</sup> July 2024	Within seven days of issuance of voter's list	Rule 18 (4) of TOR 2013
6.	Intimation of action by Secretary General on the objections or changes sent by the members	Thursday 1 <sup>st</sup> August 2024	Within five days from receipt of objection (if any)	Rule 18 (5) of TOR 2013
7.	Last date for representation by the aggrieved person(s) on the decision of Secretary General to the Election Commission	Monday 5 <sup>th</sup> August 2024	Within three days of receipt of the decision	Rule 18 (6) of TOR 2013
8.	Decision on the objection by the aggrieved party by the Election Commission	Thursday 8 <sup>th</sup> August 2024	Within three days	Rule 18 (6) of TOR 2013
9.	Last day to make appeal to the DGTO against the decision of the Election Commission by the aggrieved member(s)	Monday 12 <sup>th</sup> August 2024	Within three days of decision by election commission	Rule 18 (7) of TOR 2013
<b>Independence Day of Pakistan (Wednesday, 14<sup>th</sup> August 2024)</b>				
10.	Decision on the appeal by the DGTO	Friday 23 <sup>rd</sup> August 2024	Within ten days of the appeal and this decision shall be final	Rule 18 (7) of TOR 2013
<b>Sunday (25<sup>th</sup> August 2024)</b>				
11.	Display of final list of voters, after decision of the regulator on	Monday 26 <sup>th</sup> August 2024	Within two days of decision of DGTO	Rule 18 (8) of TOR 2013

	notice board and website; along with its submission to DGTO			
12.	Submission of Nomination Papers, duly proposed and seconded by a registered voter and signed by the candidate for contesting Election of the membership of the Executive Committee against on the Prescribed Form to be typed on unit letterhead, submitted to the Secretary General, PCMA, in person, mail, or through an authorized person but not through fax-in any case	Thursday 29 <sup>th</sup> August 2024	Within four days of display of final list of voters	Rule 18 (9) of TOR 2013
13.	Provision of copy of list of voters to each Contesting Candidate	Friday 30 <sup>th</sup> August 2024	Within twenty four hours of receipt of nomination papers	Rule 18 (10) of TOR 2013
14.	Scrutiny of nomination papers by the Election Commission and display of list of candidates	Saturday 31 <sup>st</sup> August 2024	Within twenty four hours of receipt of last nomination papers	Rule 18 (11) of TOR 2013

**Sunday (1<sup>st</sup> September 2024)**

15.	Filing of objections to the nomination of candidate to the Election Commission	Monday 2 <sup>nd</sup> September 2024	Within twenty four hours of issuance of list of candidates	Rule 18 (12) of TOR 2013
16.	Decision on the objection of the candidates by the Election Commission	Wednesday 4 <sup>th</sup> September 2024	Within two days of the objections filed	Rule 18 (12) of TOR 2013
17.	Filing of appeal against the decision of the Election Commission to the DGTO	Friday 6 <sup>th</sup> September 2024	Within two days of decision of Election Commission	Rule 18 (13) of TOR 2013
18.	Decision of the appeals by the DGTO	Friday 13 <sup>th</sup> September 2024	Within seven days of the appeal and this decision shall be final	Rule 18 (13) of TOR 2013
19.	Withdrawal of nomination papers	Monday 16 <sup>th</sup> September 2024	As per election schedule approved by the Executive committee	Rule 18 (13) of TOR 2013
20.	a) Issuance of the final list of candidates by the Election Commission b) If no appeal has been filed to the DGTO, the issuance of Final list of candidates will be issued	Tuesday 17 <sup>th</sup> September 2024	a) Within two days of the decision of the Regulator  b) Within eleven days of decision of Election Commission	Rule 18 (14) of TOR 2013
21.	Polling for election of members of the Executive Committee	Friday 20 <sup>th</sup> September 2024	Within five days of display of final list of candidates	Rule 18 (15) of TOR 2013

**Sunday (22<sup>nd</sup> September 2024)**

22.	Submission of nomination papers by any person elected as member of executive committee, his nomination duly proposed and seconded by elected executive committee's member and signed by the candidate	Monday 23 <sup>rd</sup> September 2024	Within two days of polling	Rule 18 (16) of TOR 2013
23.	Scrutiny of nomination papers by Election Commission and display of final list of candidates	Tuesday 24 <sup>th</sup> September 2024	Within twenty-four hours of the last date of receipt of nomination papers	Rule 18 (17) of TOR 2013
24.	Polling for election of the Office bearers of PCMA for 2023-24	Thursday 26 <sup>th</sup> September 2024	Within two days of display of final list of candidates	Rule 18(18) of TOR 2013
25.	Official announcements of results in the Annual General Meeting	Saturday 28 <sup>th</sup> September 2024	Within fifteen days of polling	Rule 18 (19) of TOR 2013
26.	Final results announced in the AGM will be: a) Displayed on notice board of registered office b) Displayed of official website of trade organization	Monday 30 <sup>th</sup> September 2024	Within two days of the official announcement of results in the AGM	Rule 18 (20) (21) of TOR 2013
	c) Submitted to the Regulator	Wednesday 2 <sup>nd</sup> October 2024	Within seven days of the official announcement of results in the AGM	

### **Public Holidays**

9<sup>th</sup> & 10<sup>th</sup> Muharram (16<sup>th</sup>-17<sup>th</sup> July 2024)

Independence Day of Pakistan (14<sup>th</sup> August 2024)

**Note:** Although all the expected and declared holidays have been mentioned in the election schedule, however, in case of any holiday(s) falling on the working days (as per the Election schedule) then the next working day will automatically be treated as the new date.

**SOPHIA WILLIAM**  
**Secretary General**  
**Pakistan Cosmetics Manufacturers Association**