

INDIA TAEKWONDO (IT)

Election of Executive Committee for the year 2023 -2027

Election Bye laws

1. Short Title & Definitions

1.1. These Bye-laws shall be called the ‘Election Bye-laws’ and shall govern the conduct of Election of Executive Committee of INDIA TAEKWONDO (IT).

1.2. In these By-laws, unless the context otherwise requires: -

- (a) ‘Category of post’ means the post reserved for males or female s;
- (b) ‘clause’ and ‘sub-clause’ means the clause and sub- clause of these Bye-laws;
- (c) ‘Executive members’ means Members of Executive Committee of INDIA TAEKWONDO.
- (d) ‘Form’ means the Form appended to these Bye-laws;
- (e) ‘IT’ means INDIA TAEKWONDO
- (f) WT/WT Asia Observer means the person appointed by the World Taekwondo/ World Taekwondo Asia Coordinator for the Election to ensure fair election process as per World Taekwondo/ World Taekwondo Asia.
- (g) ‘Post’ includes the office of President, Secretary General, Treasurer, Sr. Vice- President, Vice President, and Member of Executive Committee of INDIA TAEKWONDO.
- (h) ‘Rule’ means Rules and Regulations of INDIA TAEKWONDO.

2. Executive Committee

2.1. Executive Committee will be as follow

(a)	President	1
(b)	Sr. Vice-President	1
(c)	Vice-Presidents	1
(d)	Secretary General	1
(e)	Treasurer	1
(f)	Executive Committee Members	2
(g)	Member from Athlete commission	2 (one male and one female)

2.2. Election be held for following post

(a)	President	1
(b)	Sr. Vice-President	1
(c)	Vice-Presidents	1
(d)	Secretary General	1
(e)	Treasurer	1
(f)	Executive Committee Members	2

3. Manner of Elections:

3.1 Office Bearers and members of the Executive Committee of IT shall be elected by secret ballot.

3.2 Election shall be held at the Annual/Special General Committee Meeting (AGM/SGM) in accordance the procedure prescribed hereinafter, amongst the representatives of the affiliated members (THE VOTING MEMBERS OF THE GENERAL ASSEMBLY)

4. Electoral College

- 4.1 Electoral College will be formed by two representative of Each Affiliated Member of IT, they will have one vote each in the election of Executive Committee of IT.
- 4.2 Two (One male and one female) athletes or retired athletes having taken part in the WT Competitions.
- 4.3 The voting units will forward to the IT the names of the representatives for the meeting 23 days prior to holding of elections at the AGM/SGM of the IT, entitled to attend the Annual General Meeting. The names of the representatives entitled to vote and the representative as per the rules of IT constitution must be either approved in the AGM/SGM or duly signed by both President and Secretary General of the concerned unit.
- 4.4 Member Units should submit the names of the Authorized representative to IT Office no later than stipulated in 4.3 of this election byelaws and such intimation shall be addressed to the President / Secretary General of IT on letter head of State Taekwondo Association. For unavoidable reasons a Member Unit may change their representatives not later than **10 working** days before the date of General Assembly. The change **MUST** be approved by President and Secretary General both or Executive Committee of State Taekwondo Association.
- 4.5 The President / Secretary General shall also furnish a duly authenticated copy of the list of authorized representatives received from Affiliated Member/Board to the Returning officer as soon as after his appointment by the President of India Taekwondo
- 4.6 The LIST OF Authorized Representatives received BY IT President/Secretary GENERAL will BE MADE public by pasting on the notice board or in any OTHER manner as may be decided by the returning Officer(s), appointed to conduct the election of IT.

5. Returning Officer

As soon as may be before / after the issue of the Notice for the AGM/SGM, the President of IT shall nominate a person as Returning Officer(s) for the conduct of Election of the Executive Committee of IT in accordance with the provisions of these Bye-laws and Constitution of IT.

6. Nomination of Candidates:

- 6.1 The nomination of a candidate for election as Executive Committee shall be made in **Form 2**.
- 6.2 Nominations will be submitted duly signed by any candidate whose name will be there in Electoral College, and should be proposed and seconded by an authorized representative of IT AGM/SGM.
- 6.3 Each Nomination Paper shall be delivered personally to the Returning Officer in person by the candidate himself/herself or by any authorized representative of the candidate.
- 6.4 No person shall be permitted to withdraw his/her name as proposer/seconded, once the nomination paper subscribed by him/her has been submitted to returning Officer.
- 6.5 No person shall be eligible to nominate more than one candidate for the same post, either as proposer or seconded and if he so does, his/her signature on the nomination papers, delivered second in point of time to the returning Officer shall be deemed to be inoperative.
- 6.6 The returning Officer shall prepare a list of all nominations received by him, post wise, in **Form**

3; and publish the same in a conspicuous place in his office or display on website of IT

7. Scrutiny of Nominations:

- 7.1 The Returning Officer in his Office shall scrutinize each nomination paper, one by one, received by him, and determine its validity or otherwise.
- 7.2 As soon as may be after the scrutiny process of all candidates has been completed by the Returning Officer, he shall prepare a list of validly nominated candidates in **Form 4** and Candidates can take a copy from the Returning Officer.
- 7.3 After the scrutiny of nominations, each candidate shall have 3 days to raise an objection in relation to nomination of a candidate for the post for which he/she has filed his/her nomination.

8. Withdrawal of candidatures:

- 8.1 Each candidate whose nomination has been found valid on scrutiny shall be entitled to withdraw his/her candidature in three days' time.
- 8.2 Notice of withdrawal of candidature shall be submitted in **Form 5**, either by the candidate himself/herself or by the authorized representative of the candidate.
- 8.3 Notice of withdrawal of candidature shall be final and shall not be allowed to be cancelled.
- 8.4 The Returning Officer shall accept the notice of withdrawal if he is satisfied as to the genuineness of the notice.
- 8.5 As soon as may be after withdrawal the Returning Officer shall prepare the final list of contesting candidates in **Form 6**, display a copy of the said list in conspicuous place in his office or on IT website. And also furnish a copy of the same to each of the candidates/their authorized representatives, if they so demand.
- 8.6 The names of the contesting candidates in **Form 6** shall be arranged, for each post, in alphabetical order according to English alphabets.

9. Uncontested Returns; and Contested Elections

- 9.1 Where the number of contesting candidates for any post or category of post, in **Form 6** is equal to the number of posts to be filled, all such contesting candidates shall be deemed to be duly elected unopposed to those posts, and it shall not be necessary to take a poll for election such post.
- 9.2 Where the number of contesting candidates for any post or category of post in **Form 6** is more than the number of posts to be filled, a poll shall be taken by secret ballot for those posts remaining unfilled.
- 9.3 The ballot papers for these posts remaining unfilled shall be in **Form 7** to **Form 12** to be made individually for each post.
- 9.4 The names of contesting candidates on the ballot papers shall appear in the same order as in **Form 6**.

10. Poll:

- 10.1** The Poll for the posts remaining unfilled under clause 9.2 above shall be taken post-wise, and shall commence **during the AGM as per the Agenda Item Elections.**
- 10.2** Each contesting candidate can nominate one person, (If he/she so desires), only from amongst the Authorized representatives list of IT AGM/SGM, to be present at the Poll (Polling Station).
- 10.3** At the poll, each authorized representative of affiliated member of IT, whose name is included in the Electoral College list in **Form 1**, shall be entitled to :-
- (i) Cast one vote for each of the posts remaining unfilled, where only one such seat is to be filled;
 - (ii) Each voter can cast 1 vote for each contested seat in election.
- 10.4** In case any voter casts his/her vote for more than one candidate, or for more than 2 candidates, as the case may be, then his/her vote for that post shall be invalid.
- 10.5** Each voter shall be required, before he is supplied with a Ballot paper, to give his/her signature on the authenticated copy of the Electoral College list in **Form 1** used by the Returning Officer for taking the poll.
- 10.6** The voter shall record his / her vote on the ballot paper in secrecy in a voting compartment specially provided for the purpose at the polling station.
- 10.7** The voter shall record, his / her vote on the ballot paper by placing a tick mark ($\sqrt{\quad}$) against the name of the candidate of his / her choice, and any other mark, like (x) etc. or word, placed on the ballot paper by him / her shall render the ballot paper liable to rejection
- 10.8** The tick mark ($\sqrt{\quad}$) to indicate the vote shall be placed by the voter only by means of article specifically provided for the purpose by the Returning Officer, and a ballot paper marked otherwise by means of any pen, ball point pen, etc. by the voter shall render the ballot paper liable to rejection
- 10.9** The ballot paper marked by a voter shall be deposited by him/her in a ballot box specially prepared and sealed by the Returning Officer and placed at such a conspicuous place in the polling station that it shall be constantly visible to all present in the polling station.
- 10.10** The Returning Officer shall close the poll at the appointed hour; however, all those voters who are present at the polling station at the appointed closing hour shall be entitled to vote even if the poll proceedings have to be continued for some more time.
- 10.11** After all the voters referred to in sub-clause (9) have voted, the Returning Officer shall close the ballot box and shall not permit thereafter any person to vote.

10.12 Polling will be done in below order:

- (1) President
- (2) Sr. Vice President
- (3) Vice-President
- (4) Secretary General
- (5) Treasurer
- (6) Executive Members

11. Counting of Votes:

11.1 The Returning Officer and World Taekwondo / World Taekwondo Asia Observer (If Present) shall take up the counting of votes as soon as may be after the polling is complete.

11.2 Each contesting candidate can nominate one authorized representative (as clarified in S. No. 10 (2) and He/She shall be entitled to be present at the place of votes.

11.3 The Returning Officer and WT World Taekwondo Asia Observer (If Present) shall take up the counting of votes, post-wise.

11.4 Each ballot paper on which a vote has been recorded in accordance with sub-clauses (3) to (8) of clause (10) shall be treated as one vote for the candidate for whom it has been validly marked; and if any ballot paper has been marked in violation of any of the aforesaid provisions of sub-clauses (3) to (8) of clause (10) shall be rejected by the Returning Officer.

11.5 The votes validly cast for each of the contesting candidates shall be counted post-wise, and recorded in the descending order of the votes so cast for each candidate in **Form 13**.

11.6 The Returning Officer shall thereafter ascertain the result of counting and, the candidates who have secured the maximum no. of votes in the said descending order, post-wise equal to the no. of seats to be filled for each post shall be deemed to have been duly elected to those posts.

12. Declaration of Results:

The names of contesting candidates who shall be deemed to have been elected at the election in accordance with sub-clause (6) of clause (11) shall be declared as having been duly elected to their respective posts, by the Returning Officer at the Annual General Meeting (AGM) in the **Form 14**.

Last date for receiving the names for the Electoral College from the affiliated members	28 th April 2023
Preparation and display of Electoral College – FORM 1	29 th April 2023
Submission of nominations to the Returning Officer Form - 2	2 nd May to 5 th May 2023 – Between 11.00 AM to 05.00 PM.
Publication of the list of all nominations received by Returning Officer – Form 3	5 nd May 2023
Scrutiny of all nominations received	6 th May 2023
Publications of list of validly nominated candidate after scrutiny – Form 4	7 th May 2023.
Withdrawal of Nominations FORM - 5	10 th May to 12 th May 2023 - Between 11 A.M. to 5.00 P.M.
Preparation of final list of final contesting candidates – Form 6	12 th May 2023 – by 3.00 P.M.
Polling Date	21 st May 2023 – 11.00 AM to 1.00 PM
Declaration of Result - Form 14	21 st May 2023 – After conclusion of voting and counting of votes by the official responsible

INDIATAEKWONDO (IT)
Election of Executive Committee.

FORM 1

LIST OF ELECTORAL COLLEGE

Sr. No.	Name of the Affiliated Member State/Union Territory/Board of IT	Name of Authorized Representatives Name	
		NAME 1	NAME 2

Place:
Date:

Returning Officer(s)
Election of Executive Committee

INDIA TAEKWONDO (IT)
Election of Executive Committee

FORM 2

NOMINATION PAPER FOR

ELECTION AS _____ (NAME OF THE POST)

To
The Returning Officer,
Election of Executive Committee of India Taekwondo
403, Timmy Arcade, Makawana Road Near
Marol Naka Metro Station, Mumbai 400059

We nominate Shri/Smt / Ms. _____

(Name & address), whose name is entered at Sl. No. _____ in the Electoral College list for the above mentioned post.

2. Our particulars are given below:-

	Name	Name of Member State/Union Territory /Board/ Institution	Sl. No. in the electoral College list	Signature
Proposer				
Secunder				

I, the candidate above named, do hereby give my assent to my nomination for the above post and declare that

- I am a citizen of India (Indian passport holder)
- I have gone through the eligibility criteria of the Constitution and Election Byelaws of India Taekwondo and I satisfy all condition.
- I have gone through Constitution and Election Byelaws of India Taekwondo and I do not have any objection on the same.
- I have never been convicted by a court of law
- I do not have charges framed against me by any court of law in India.

Name of the candidate _____

Name of Affiliated Member Association _____

Sl. No. in the Electoral College list _____

Signature _____

Place:

Date:

INDIA TAEKWONDO (IT)
Election of Executive Committee

FORM 3

LIST OF NOMINATED CANDIDATES

Name of the post	Name, Sl. No in Electoral College list and address of Candidate	Name & Sl. No. in Electoral College list of proposer	Name & Sl. No. in Electoral College list of Seconder

Returning Officer (s)

Place :

Date:

INDIAN

INDIA TAEKWONDO (IT)
Election of Executive Committee

FORM 4

LIST OF VALIDLY NOMINATED CANDIDATES

Name of the Post	Name of Candidate	Name of Member State/Union Territory / Board / Institution	Sl. No. in Electoral College list

Returning Officer(s)

Place:

Date:

INDIAN

INDIA TAEKWONDO (IT)
Election of Executive Committee

FORM 5

NOTICE OF WITHDRAWAL OF CANDIDATURE FOR ELECTION AS _____ (NAME OF THE POST)

To
The Returning Officer,
Election of Executive Committee.
India Taekwondo - 403, Timmy Arcade, Makawana Road Near Marol Naka Metro Station, Mumbai
400059

I, the validly nominated candidate, do hereby give my notice of withdrawal of candidature for the above post and authorized Mr _____ to submit the same to the Returning Officer.

Name of the candidate _____

Name of Affiliated Member Association _____

Sl. No. in the Electoral College list _____

Signature _____

Place:

Date:

INDIAN

INDIA TAEKWONDO (IT)
Election of Executive Committee

FORM 6

LIST OF CONTESTING CANDIDATES

Name of the Post	Name of Candidate	Name of Member State/ Union Territory / Board / Institution	Sl. No. in Electoral College list

Returning Officer

Place:

Date:

INDIA TAEKWONDO (IT)
Election of Executive Committee

FORM 7
BALLOT PAPER

Name of Post	Names of Candidates		Mark (✓) to cast your vote
President (1)	1		
	2		
	3		
	4		
	5		
	6		
	7		
	8		
	9		
	10		

- N.B.** (1) Please tick mark (✓) against the name of only one candidate for the post President.
- (2) DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.
- (3) **Place tick mark (✓)** on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ballpoint pen, etc. shall render your ballot paper liable to rejection.

(Returning Officer)

INDIA TAEKWONDO (IT)
Election of Executive Committee

FORM 8
BALLOT PAPER

Name of Post	Names of Candidates		Mark (✓) to cast your vote
Secretary General (1)	1		
	2		
	3		
	4		
	5		
	6		
	7		
	8		
	9		
	10		

N.B. (1) Please tick mark (✓) against the name of only One candidate for the post Secretary General..

(2) DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.

(3) **Place tick mark (✓)** on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ballpoint pen, etc. shall render your ballot paper liable to rejection.

(Returning Officer)

INDIA TAEKWONDO (IT)
Election of Executive Committee

FORM 9
BALLOT PAPER

Name of Post	Names of Candidates		Mark (✓) to cast your vote
Treasurer (1)	1		
	2		
	3		
	4		
	5		
	6		
	7		
	8		
	9		
	10		

N.B. (1) Please tick mark (✓) against the name of only One candidate for the post Treasurer.

(2) DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.

(3) **Place tick mark (✓)** on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ballpoint pen, etc. shall render your ballot paper liable to rejection.

(Returning Officer)

INDIA TAEKWONDO (IT)
Election of Executive Committee

FORM 10

BALLOT PAPER

Name of Post	Names of Candidates		Mark (√) to cast your vote
Sr. Vice - President's(1)	1		
	2		
	3		
	4		
	5		
	6		
	7		
	8		
	9		
	10		

- N.B.** (1) For the purpose of filling two seats of Sr Vice Presidents each voter can cast up to two votes by placing tick mark (√) for the above mentioned two seats of Sr.Vice Presidents.
- (2) DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.
- (3) **Place tick mark (√)** on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ballpoint pen, etc. shall render your ballot paper liable to rejection.

(Returning Officer)

INDIA TAEKWONDO (IT)
Election of Executive Committee

FORM 11 BALLOT PAPER

Name of Post	Names of Candidates		Mark (√) to cast your vote
Vice-Presidents (1)	1		
	2		
	3		
	4		
	5		
	6		
	7		
	8		
	9		
	10		
	11		
	12		
	13		
	14		

- N.B.** (1) For the purpose of filling Nine seats of Vice-Presidents, each voter can Cast up to 2 votes by placing tick mark (√) for the above mentionedtwo seats of Vice President.
- (2) DO NOT place any other mark like (x), or word, etc. against the name ofany candidate as that shall render your ballot paper liable to rejection.
- (3) **Place tick mark (√)** on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ballpoint pen, etc. shall render your ballot paper liable to rejection.

(Returning Officer)

INDIA TAEKWONDO (IT)
Election of Executive Committee

FORM 12
BALLOT PAPER

Name of Post	Names of Candidates		Mark (√) to cast your vote
Executive	1		
Board Members (2)			
	2		
	3		
	4		
	5		
	6		
	7		
	8		
	9		
	10		

- N.B.** (1) For the purpose of filling ten seats of member Executive Committee, each Voter can cast up to ten votes by placing tick mark (√) for the abovementioned ten seats of Members of Executive Board.
- (2) DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.
- (3) **Place tick mark (√)** on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ballpoint pen, etc. shall render your ballot paper liable to rejection.

(Returning Officer)

INDIA TAEKWONDO (IT)
Election of Executive Committee
FORM 13
COUNTING OF VOTES – RESULT

Name of post	Total votes polled	Total Rejected Votes	Names of candidates	Valid polled	votes
President			1		
			2		
			3		
			Etc.		
			TOTAL		
Sr. Vice President			1		
			2		
			3		
			Etc.		
			TOTAL		
Vice-President					
			1		
			2		
			3		
			Etc.		
			TOTAL		
General Secretary			1		
			2		
			3		
			Etc.		
			TOTAL		
Treasurer			1		
			2		
			Etc.		
			TOTAL		
Executive Members			1		
			2		
			3		
			4		
			5		
			Etc.		
			TOTAL		

Place:

Date :

(Returning Officer)

FORM 14
DECLARATION OF RESULT

I, the Returning Officer for the above elections, hereby declare, subject to the provisions of constitution of INDIA TAEKWONDO , the following candidates as duly election t the post(s) mentioned against their names:-

Name of Post	Name(s) of Elected candidate (s)
President	
Sr. Vice President	
Vice-President	
General Secretary	
Treasurer	
Executive Members	

Place:

Date :

(Returning Officer)