

Hockey Jammu & Kashmir

Election of Office Bearers and Members of Executive Board

Election Byelaws - Updated as at 16th August 2025

1. Short Title & Definitions:

- (i) These Byelaws shall be called the 'Election Byelaws' and shall govern the conduct of Election of Office Bearers and Members of Executive Board of Hockey Jammu & Kashmir.
- (ii) In these Byelaws, unless the context otherwise requires, -
 - a. 'category of post' means the post reserved
 - b. 'clause' and 'sub-clause' mean the clause and sub-clause of these Byelaws;
 - c. 'executive members' means Members of Executive Board of Hockey Jammu & Kashmir
 - d. 'Form' means the Form appended to these Byelaws;
 - e. 'HJK' means Hockey Jammu & Kashmir
 - f. 'post' includes the office of President, Vice-President, Honorary Secretary, Joint Secretary, Treasurer and Member of Executive Council of Hockey Jammu & Kashmir.
 - g. 'Rule' means the rule of Rules and Regulations of Hockey Jammu & Kashmir.
- (iii) In case of any clarifications required or discrepancy being observed in the Bye-laws then the Returning Officer in consultation with President of HJK can discuss to resolve the issue and the decision of the Returning Officer shall be final and binding on all who decide to contest in the elections and vote in the elections.

2. Executive Board:

- (i) The Executive Board of Hockey Jammu & Kashmir (hereinafter referred to as HJK), shall 12 Elected representations and 2 Athletes (one Male and one Female) Nominated by the Athletes Commission of Hockey J&K elected at the Annual Congress Meeting of HJK; out of these 14 Members 12 Elected and 2 Nominated Members, at least 30% of the members shall be of either gender, i.e., at least 3 (Three) elected members shall be males/ females. In case of gender imbalance, then the Returning officer shall ensure that during the elections of 3 (Three) Executive members, the gender balance across the Elected Executive Board and the results for the election of the Executive Members will have to be declared keeping in mind the gender balance of the Executive Board.
- (ii) Since 30% of 14 is 4.2 and less than 4.5, hence atleast 4 Elected Members have to Male/Female, including the Athlete representatives.
- (iii) The 12 Elected and 2 Nominated will be as below: -

1. President	1
2. Vice – President (One from Each Gender)	2
3. Secretary General	1
4. Joint Secretaries (One from Each Gender)	2
5. Treasurer	1
6. Resident Secretaries (One from Each Gender)	2
7. Members Executive Board	3
8. Athletes Representative (One from Each Gender)	2

3. Manner of Election:

- (i) The 12 Elected representatives to the Executive Board of HJK shall be elected by secret ballot.
- (ii) Election shall be held in accordance with the procedure prescribed hereinafter, from amongst the representatives of the Permanent Members from amongst the District Member Units.

4. Electoral College:

- (i) Each Permanent Member from amongst the District Association duly affiliated by HJK as its Member as per Rule 1.26 and 1.27 of the Rules shall have two votes at the elections. For the Executive Board.
- (ii) For the purposes of sub-clause (1), each Permanent Member State Association shall be preferably represented by One Male and one female representative duly authorized by the President/Secretary of the affiliated Permanent Member District Association. However, in case President or Secretary nominates different persons (s), the person(s) authorized by the President shall be deemed to be the duly authorized person(s).
- (iii) Each Permanent Member from amongst the District shall intimate the name of their representative(s), mentioned in sub-clause 4 (ii), 17 days prior to holding of the General Meeting of the HJK. Such intimation shall be addressed to the President/ General Secretary on their Letter Head, by the concerned President or Secretary of that member unit, so as to reach him on or before the aforesaid date. Any change in the name of Authorised Representative after aforesaid date or any intimation received thereafter shall be permitted only with the approval of the Returning officer.
- (iv) The President/ General Secretary shall prepare the list of the authorized representatives of the Permanent Member Units/Associations in **Form 1**. The list so prepared by him of all Permanent Member Units/Associations to be displayed, 15 days prior to General Meeting, on the notice board, Website of HJK.

5. Returning Officer:

The Executive Board/Annual General Meeting of HJK shall nominate a person as Returning Officer for conduct of Election of Office Bearers, in accordance with the provisions of the Byelaws. The Returning Officer duly appointed must not be a candidate and should be independent, neutral and must have no interest in the election process.

6. Nomination of Candidates:

- (i) The Nomination of a candidate for election as Office Bearers shall be made in **Form 2** and those candidates can contest as clarified in Rule 4(1), 4(2) and 4 (3) and whose name is there in Electoral College.
- (ii) The nomination of the Candidates for election as Office Bearer shall be proposed by one of the representatives of Permanent members whose name is included in the Electoral College list in Form 1 and also subscribed by 1 (One) such representative as a Seconder.
- (iii) Each Candidate shall be entitled to be nominated by not more than 2 (Two) nomination papers.
- (iv) 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 by 14 days before General Meeting or can be sent by email to Returning Officer at **advmohammadashrafmalik@gmail.com** and **rohjkelections2025@gmail.com** and the original to be handed over to the R.O before the commencement of the Elections.
- (v) No person shall be permitted to withdraw his/her name as proposer/secorder, once the nomination paper subscribed by him/her has been delivered to Returning Officer.
- (vi) 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 located at, no later than 11 days before the GCM/Elections.

7. Scrutiny of Nominations:

- (i) The Returning Officer shall scrutinize each nomination paper, one by one, received by him, and determine its validity or otherwise no later than 10 days prior to GM.
- (ii) In the case of any nomination filed by a Government Servant. The Returning Officer will only accept the nomination if the nomination includes an NOC from his/her department of the candidate and assurance that the candidate is in compliance with all Central Government Orders (issued from time to time) while contesting for the elections. If the NOC is not submitted along with the nomination form, Form 2, then the nomination form will stand rejected.
- (iii) At the scrutiny of nominations, each candidate or one of his/her authorized representative shall have the right to be present and raise any objection in relation to nomination of a candidate for the post for which he/she has filed his/her nomination.
- (iv) As soon as may be after the scrutiny of all nomination papers has been completed by him, the Returning Officer shall prepare a list of validly nominated candidates in **Form 4** and the contesting Candidates can take a copy from the Returning Officer.

8. Withdrawal of Candidatures:

- (i) Each candidate whose nomination has been found valid on scrutiny shall be entitled to withdraw his/her candidature, no later than 8 days prior to GM at the office of Returning Officer.
 - (ii) 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 in writing.
 - (iii) Notice of withdrawal of candidature shall be final and shall not be allowed to be cancelled.
 - (iv) The Returning Officer shall accept the notice of withdrawal if he/she is satisfied as to the genuineness of the notice
 - (v) As soon as may be after withdrawals, 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 and on Hockey Jammu & Kashmir website no less than 6 days prior to GM, and also furnish a copy of the same to each of the candidates/their authorized representatives, if they so demand.
- 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

- (i) 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 to such post.
- (ii) 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 as under Clause 10.
- (iii) The ballot papers for these posts remaining unfilled shall be in **Form 7** to **Form 12** to be made individually for each post.
- (iv) The names of contesting candidates on the ballot papers shall appear in the same order as in **Form 6**.
- (v) In case 4 winners are not Elected/Nominated from either Gender which includes on Athlete representative, then the R.O will ensure that there is one Elected from Members from either Gender to complete 4 from either Gender.

10. Poll:

- (i) The Poll for the Posts Remaining Unfilled under clause 9 (2) above shall be taken post-wise, and shall commence during GM as per the Agenda Item **"Elections."**
- (ii) Each contesting candidate can nominate One person (if he/she so desires), only from amongst the Authorized Representatives list of Hockey Jammu & Kashmir, to be present at the place of poll (polling station).

(iii) At the poll, each authorized representative of State Sports Associations/District Associations, whose name is included in the Electoral College list in Form 1, shall be entitled to –

- (a) cast one vote for each of the post remaining unfilled, where only one such seat is to be filled.
- (b) cast as many votes as are the no. of seats to be filled for any post, where more than one seat is to be filled.

Explanation: It is hereby clarified that for the purpose of filling 2 seats of Vice-Presidents, each voter can cast up to 2 votes, and like-wise for 2 seats of Resident Secretaries, and 3 seats of Member of Executive Board, he/she can cast 2 and 6 votes respectively.

(iv) In case any voter casts his/her vote for more than one candidate, or for more than 2 or 6 candidates, as the case may be, his/her vote for that post shall be invalid.

(v) 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.

No proxy voting will be permitted and only those individuals included on the Electoral College **Form 1** will be permitted to vote in the Elections. At the time of voting, each elector will be required to produce any identity document issued by the Government having their photograph and signature including but not limited to Passport, PAN Card, Driving license or any other document issued by the Government having their photograph and signatures.

(vi) 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.

(vi) The voter shall record his/her vote on the ballot paper by placing a tick mark (v) against the name of the candidate of his/her choice, while any other mark, like (x) etc. or word, placed on the ballot paper by him/her shall render the ballot paper liable to rejection.

(vii) The tick mark (v) 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 pen, etc. by the voter shall render the ballot paper liable to rejection.

(viii) 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.

(ix) The Returning Officer shall close the poll at the appointed hour; or if the polling is completed earlier, then earlier as well. 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.

(x) After all the voters referred to in sub-clause (x) have voted, the Returning Officer shall close the ballot box and shall not permit thereafter any person to vote.

(xi) Poling will be done in below order:

- (1) President
- (2) Secretary General
- (3) Treasurer
- (4) Vice-Presidents
- (5) Joint Secretaries
- (6) Resident Secretaries
- (7) Member Executive Council

11. Counting of Votes:

- (i) The Returning Officer shall take up the counting of votes as soon as may be after the polling for any post is complete.
- (ii) Each contesting candidate and/or one authorized representative by each such candidate shall be entitled to be present at the place of counting of votes.
- (iii) The Returning Officer shall take up the counting of votes, post-wise and category wise, where applicable.
- (iv) Each ballot paper on which a vote has been recorded in accordance with sub-clauses (iii) to (xi) 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 (iii) to (vi) of clause 10 shall be rejected by the Returning Officer.
- (v) The votes validly cast for each of the contesting candidates shall be counted post-wise, and category wise where applicable and recorded in the descending order of the votes so cast for each candidate in **Form 12**.
- (vi) The Returning Officer shall thereafter ascertain the result of counting and, thereafter ascertain the result of counting and complete a list of elected candidates as per Rule 4.1.2 for each category of posts in **Form 13**.

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 General Meeting (GM) in the **Form 14**.

GENERAL MEETING NOTICE (21 DAYS) TO ELECTION SCHEDULE from 2025 Elections.

1. 18th August - General Meeting (GM) and Election Notice.
2. 22nd August - For members to send names of Authorized Representatives, one male & one female.
3. 23rd August - List of Authorized Representative on HJK web site and the contestants can only be from amongst the Authorized Representatives.
4. 24th & 25th August - Nominations for Elections.
5. 26th August - List of Nominations on the Website of HJK and displayed at the HJK Office
6. 27th August - Scrutiny of Nominations.
7. 28th & 29th August - Withdrawal of Nominations.
8. 30th August - Final List of Nominations on the Website of HJK and displayed at the HJK Office
9. 7th September - Election [If Required].

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LIST OF ELECTORAL COLLEGE

[illegible]

**Secretary General
Hockey Jammu & Kashmir**

HOCKEY JAMMU & KASHMIR

Election of Office Bearers and Members of Executive Council

FORM 2

NOMINATION PAPER FOR

ELECTION AS _____ (NAME OF THE POST)

To

The Returning Officer for above Election
Hockey Jammu & Kashmir,

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 Unit/Association	Sl. No. in Electoral College list	Signature
Proposer				
Secunder				

I, the candidate above named, do hereby give my assent to my nomination for the above post.

Name of the Candidate _____

Name of Member Unit/Association _____

Sl. No. in the Electoral College list _____

Signature _____

Place:

Date:

FORM 3
LIST OF NOMINATED CANDIDATES

FORM 3
LIST OF NOMINATED CANDIDATES

FORM 3
LIST OF NOMINATED CANDIDATES

[illegible]

Place: Srinagar

Date: 25th August 2025

**Returning Officer
Hockey Jammu & Kashmir**

Election of Office Bearers and Members of Executive Council

[illegible]

Place: Srinagar
Date: 26th August 2025

Returning Officer
Hockey Jammu & Kashmir

HOCKEY JAMMU & KASHMIR
Election of Office Bearers and Members of Executive Council
FORM 5

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

To

The Returning Officer for above Election

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 Member Unit/Association _____

Sl. No. in the Electoral College list _____

Signature _____

Place:

Date:

Election of Office Bearers and Members of Executive Council

LIST OF CONTESTING CANDIDATES

[illegible]

Place: Srinagar
Date: 30th August 2025

Returning Officer
Hockey Jammu & Kashmir

HOCKEY JAMMU & KASHMIR
Election of Office Bearers and Members of Executive Council

FORM 7

BALLOT PAPER

Name of Post	Names of candidates		Mark vote here by placing tick (✓) mark.
President (1)	1		
	2		
	3		
	4		

- N.B.**
- (1) Place tick mark (✓) against the name of only One candidate for the post of 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, ball point pen, etc. shall render your ballot paper liable to rejection.

(Returning Officer)
Hockey Jammu & Kashmir

HOCKEY JAMMU & KASHMIR
Election of Office Bearers and Members of Executive Council

FORM 8

BALLOT PAPER

Name of Post	Names of candidates		Mark vote here by placing tick (✓) mark.
Secretary General (1)	1		
	2		
	3		
	4		

- N.B.**
- (1) Place tick mark (✓) against the name of only one candidate for each post of Sr. Vice 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, ball point pen, etc. shall render your ballot paper liable to rejection.

(Returning Officer)
Hockey Jammu & Kashmir

HOCKEY JAMMU & KASHMIR
Election of Office Bearers and Members of Executive Council

FORM 9

BALLOT PAPER

Name of Post	Names of candidates		Mark vote here by placing tick (✓) mark.
Treasurer (1)	1		
	2		
	3		
	4		
	5		
	6		
	7		
	8		
	9		
	10		

- N.B.**
- (1) Place tick mark (✓) against the name of only one candidate for each post of Vice 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, ball point pen, etc. shall render your ballot paper liable to rejection.

(Returning Officer)
Hockey Jammu & Kashmir

HOCKEY JAMMU & KASHMIR
Election of Office Bearers and Members of Executive Council

FORM 10
BALLOT PAPER

Name of Post	Names of candidates		Mark vote here by placing tick (✓) mark.
Joint Secreatry (1) (Male Candidate)	1		
	2		
	3		
	4		
Joint Secretary (1) (Female Candidate)	1		
	2		
	3		
	4		

- N.B.**
- (1) Place tick mark (✓) against the name of only one candidate for each post of 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, ball point pen, etc. shall render your ballot paper liable to rejection.

(Returning Officer)
Hockey Jammu & Kashmir

HOCKEY JAMMU & KASHMIR
Election of Office Bearers and Members of Executive Council

FORM 11
BALLOT PAPER

Name of Post	Names of candidates		Mark vote here by placing tick (✓) mark.
Resident Secreatry (1) (Male Candidate)	1		
	2		
	3		
	4		
Resident Secretary (1) (Female Candidate)	1		
	2		
	3		
	4		

- N.B.**
- (1) Place tick mark (✓) against the name of only one candidate for each post of 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, ball point pen, etc. shall render your ballot paper liable to rejection.

(Returning Officer)
Hockey Jammu & Kashmir

HOCKEY JAMMU & KASHMIR
Election of Office Bearers and Members of Executive Council

FORM 12

BALLOT PAPER

Name of Post	Names of candidates		Mark vote here by placing tick (✓) mark.
Members Executive Board (3)	1		
	2		
	3		
	4		
	5		
	6		
	7		
	8		
	9		
	10		
	11		
	12		
	13		
	14		
	15		
	16		
	17		
	18		
	19		
	20		

- N.B.**
- (1) Place tick mark (✓) against the name of only one candidate for each post of Members Executive Council.
 - (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, ball point pen, etc. shall render your ballot paper liable to rejection.

(Returning Officer)
Hockey Jammu & Kashmir

HOCKEY JAMMU & KASHMIR

Election of Office Bearers and Members of Executive Council

FORM 13

COUNTING OF VOTES - RESULT

Name of Post	Total Votes Polled	Total Rejected Votes	Name of Candidates		Valid Votes Polled
President (1)			1		
			2	Etc.	
				Total	
Vice-President (2)			1		
			2		
			3		
			4	Etc.	
				Total	
Secretary General (1)			1		
			2	Etc.	
				Total	
Resident (2)			1		
			2		
			3		
			4	Etc.	
				Total	
Treasurer (1)			1		
			2	Etc.	
				Total	
Members Executive Council (3)			1		
			2		
			3		
			4		
			5		
			6	Etc.	
				Total	

Place: Srinagar

Date: 7th September 2025

Returning Officer
Hockey Jammu & Kashmir

Observers

1. Hockey India

2. J&K Olympic Association

3. J&K Sports Council

HOCKEY JAMMU & KASHMIR

Election of Office Bearers and Members of Executive Council

FORM 14

DECLARATION OF RESULTS

I, the Returning Officer for the above elections, hereby declare, subject to the provisions of Rules 27 and 33 of the Rules and Regulations of Hockey Jammu & Kashmir, the following candidates as duly elected to the post (s) mentioned against their names:-

Name of Post	Name(s) of Elected candidate(s)
President (1)	
Vice-Presidents (2)	
Resident Secretaries (2)	
Secretary General (1)	
Treasurer (1)	
Members Executive Board (3)	
Athlete Representatives (2)	

Place: Srinagar

Date: 7th September 2025

Returning Officer
Hockey Jammu Kashmir

Observers

1. Hockey India

2. J&K Olympic Association

3. J&K Sports Council