

30 October 2021

Dear Abdul Bari,

As salaamu alaikum.

I write concerning the upcoming CMC AGM on 13 November 2021.

The nominated members for purposes of the election are:

President

Abdul Bari
Md Masud Hasan

Vice President

Mohammed Munir Hussain
Shaik Mohiuddin Mohammed
Sohail Akbar

Secretary

Latifur Rahman
S M Shahidul Islam

Assistant Secretary

Muhammad Usman Khawaja
Saeed Anwar

Treasurer

Ehab Zaky Mohammed Elfeky
Riaz Ahmed

EC Member

Akramul Hoque
Alam Kazi
Babar Khan
Faisal Ahmed
Ibrahim Bangura
Khaled Hussein Abdelkhalek
Md Asik Hossain
Mohammed Yunus

Election process

I understand that the current Executive Committee will Insha'Allah begin the General Meeting at 9:00am sharp.

Insha'Allah at the conclusion of the formal part of the general meeting the election for the new Executive Committee will begin. This is estimated to be at approximately 10:30am.

Please note that no nominees or supporters will be allowed to 'campaign' on the Gungahlin Masjid grounds during the Election. The Gungahlin Masjid grounds includes the masjid building itself, the parking lots, the classroom building areas, etc. Security will politely ask anyone to leave who they feel is 'campaigning' members to vote or not vote for nominees.

Voting Process

1. Voting will take place in the classrooms. The classrooms will be broken up to allow for brothers and sisters voting.

2. To vote in the election, you will need to present yourself to a table outside the classrooms. These are the check-in tables. If it is raining, then the check-in tables may be moved immediately inside the classroom doors.
3. Upon approaching a check-in table, you will need to present a form of identification (preferably photo identification) for verification against the current database of eligible voting members.
4. All election volunteers running the check-in process will sign a deed of confidentiality.
5. If you are a current financial general member or life member, a brother or sister will hand you an official voting ballot. This ballot will not have any unique markings on it whatsoever to maintain anonymity.
6. Members will be required to vote for individual nominees, not panels. An unofficial ballot will be emailed to all eligible voting members 48 hours prior to the election so that members can familiarise themselves with what the ballot will look like when they come to vote.
7. You will then go inside a classroom to one of the tables prepared for sitting down and filling out your ballot. These are the voting stations.
8. You may only make one (1) selection for the positions of President, Vice President, Secretary, Assistant Secretary and Treasurer.
9. You may make up to four (4) selections for the general Executive Committee positions.
10. You are not required to make a selection for every position.
11. However, if you make more than the allowed selections, or if it is difficult to tell which selection you made (for example you draw a line through parts of several boxes), your vote for that position will be nullified and will not be counted.
12. To make a selection place a check or a mark next to the person you feel is most qualified to hold that position.
13. Once you have you completed filling out your ballot, proceed to exit the classroom and drop your ballot into the ballot box to allow more members to vote.
14. The election proceedings will stop at **4:00pm sharp**. At this time, no more ballots will be handed out, and those who have ballots will have five (5) minutes to complete and submit their ballots to the ballot boxes.

Counting Process

1. The ballot boxes will be brought to a classroom and a team of volunteers and the Election Panel Chair ('the Counting Team') will begin counting the ballots.
2. A volunteer ('the Ballot Reader') will retrieve ballots from the ballot boxes and assign serial numbers to them. They will then read off the serial number on the ballot along with the ballot selections to another volunteer ('the Ballot Recorder') who will enter those readings into a spreadsheet.

3. Two volunteers ('the Ballot Overseers') will monitor both the Ballot Reader and Ballot Recorder to ensure that what is read is accurate and what is recorded is accurate.
4. No other persons will be allowed in the classroom during the counting process. To allow for monitoring of the counting process, a live video stream will be setup by the CMC IT subcommittee, with video of the counting process available for nominees to watch on their mobile device using a password.
5. The counting process will pause for Asr salat if necessary, to recommence immediately thereafter. During Asr salat, the volunteers in the counting process will take turns making Asr salat to ensure at least one volunteer is overseeing the ballots at any given time.
6. Once all the ballots are counted, the results will be announced on the livestream as well as the CMC website and Facebook page, and an email will be sent to the CMC membership.
7. In the event of a draw on any given position, a random letter generator will be used by the Election Panel Chair to decide which nominee should be appointed to the position. The random letter generator will randomly generate a series of five (5) letters that correspond to letters previously assigned to all nominees. Whichever letter shows up three (or) more times in that random sequence will decide the position.

Kind Regards

A handwritten signature in black ink, appearing to read 'Brice Hamack', written over the printed name.

Brice Hamack
CMC Election Panel Chair