

THE INSURANCE ASSOCIATION OF PAKISTAN

(For the use of Members of The Insurance Association of Pakistan only)

Phones: (021) 35171571-74
Fax: (021) 35171576

Email: info@iap.net.pk
Web: www.iap.net.pk

EXECUTIVE COMMITTEE

Circular No. C- 7

Karachi, 5th July, 2023

1. ELECTION OF OFFICE-BEARERS & MEMBERS OF THE EXECUTIVE COMMITTEE OF THE ASSOCIATION FOR THE YEAR 2023-2024

As required under Article 8 of the Memorandum and Articles of Association, I am to invite Members of the Association through this circular to nominate candidates who are eligible and would be willing to serve on the Executive Committee of the Association for the year 2023-2024.

Members are informed that the election for the Executive Committee Members will be held to **fill up six (6) seats from Non-Life Insurance Companies** being vacated by the Chairman and members retiring on 30th September, 2023 (as required under Article 6(iv)(h)(ii)).

The nominations must be received by the Secretary General latest by **Monday, 28th August 2023 by 3:00 P.M.** along with the written consent of the candidates to act as such, if elected. For the convenience of members, a specimen copy of **Nomination and Consent Form** is provided on **Page 4** of this circular.

I am to request Members to forward the nominations on the companies' letterhead. Members' attention is invited to the provisions of **Article 8** in connection with the eligibility of candidates.

Further, Members attention is invited to Article 16 which is reproduced below for ready reference.

Any Executive Committee representative who shall have failed to attend three consecutive Committee Meetings, or all Meetings for a continuous period of three calendar months, whichever is longer, shall ipso facto cease to hold such office and to serve on the Executive Committee unless leave of absence has been obtained from the Executive Committee.

All nominations received will be acknowledged promptly. In case the Members concerned do not receive any acknowledgment in the 24 hours they are requested to ring up the Secretary General on (021) 35171571-74. Members filing their nominations on the last day are particularly requested to ensure that their nominations reach to the Secretary General-IAP, Karachi, in time and are acknowledged immediately.

2. Kindly note that all voters will be required to vote in person. For the convenience of Members voting arrangements will be made at **IAP House, 5C, Nishat Lane-1, DHA Phase VI, Karachi** and **Regional Office North 188-A, Opposite to Rehmania Park, Shadman-I, Lahore** to cast their votes for the election of Executive Committee.
3. Members having their Principal Offices at Karachi will cast their votes at IAP Head Office, Karachi and those having their Principal Offices at Lahore & Rawalpindi will cast their votes at Association's Regional Office North, Lahore. **However, if any Member wishes to change the place of polling, may do so by informing Association's Head Office, Karachi, atleast 14 days before the date of polling.**

4. Members are requested to note that according to **Rule 15 of Trade Organizations Rules 2013** the authorized representative of Member desiring to cast his/her vote shall deposit with the Secretary General his/her specimen signature card together with his/her photograph indicating his/her status in the Member Company. **The right to vote shall be allowed only to the Director or a person not below the rank of General Manager authorized by the Board of Directors.**
5. The List of Member Companies eligible to cast their vote at Karachi and Lahore is enclosed along with voting representatives (**Page 8-10**).
6. For the convenience of Members, I am attaching a **Sample of Identity Card (Page 5)**. Members are requested to deposit with the Secretary General true copy of the Resolution passed by the Board of Directors giving the authority to the representatives of the Company to cast their vote in the Annual Elections of the Association.

All those Chief Executives on whom this authority has already been conferred by the Board of Directors of their company in the Power of Attorney issued in their favour can cast vote themselves or delegate this authority to a person who is not below the rank of General Manager in their Company.

The Members who are unable to furnish their photographs and specimen signature before **18th September 2023** i.e. the date of election should bring their original computerized National Identity Card or Passport or driving license to establish their identity.

7. **IMPORTANT**

Organizational Structure of the Association (Article 6)

6(iv)(i) On completion of the term the office bearers and members of Executive Committee shall not be eligible to contest election or co-option in any representative capacity in the Association for the next one year.

Members' attention is drawn to **Rule 15 of Trade Organizations Rules 2013, Article 8 and Article 26 of IAP Articles** which are being reproduced below for ready reference:

Rule 15 Eligibility to vote. – (1) Subject to provisions of section 10 of the Act, the eligibility of a member of trade organization to vote at the elections of the trade organization shall be subject to following conditions, namely:-

- (a) the member has completed two years of valid membership of the trade organization as on the date of announcement of election schedule by the executive committee of the trade organization:

Provided that old members shall be eligible to vote on completion of one year of their enrollment and payment of all dues; and
 - (b) the member has fulfilled the conditions of membership and renewal thereof of the respective trade organization under rule 11.
- (2) Every member eligible to vote shall deposit with the secretary general, the specimen signature card along with photograph indicating the status in the firm, company or concern. The right to vote shall be allowed only to the proprietor, partner or the director of the member firm or company, or a person not

below the rank of general manager authorized by the board of directors of a public limited company or, as the case may be, a multi-national corporation.

- (3) The proprietor, partner or director of the member firm or company, concern or a person not below the rank of general manager authorized by the board of directors of public limited company or a multinational company shall be entitled to cast vote at the time of election only if name of such person has already been registered with the secretary general and his name appears on the list of voters.

ELIGIBILITY OF CANDIDATES FOR EXECUTIVE COMMITTEE (Article 8)

The following shall be eligible for nomination or co-option to the Executive Committee:-

- (i) The representative (Manager/Attorney) registered with the Association as the Senior Voting Representative of the member.
- (ii) Any directors or senior executive officials of any Insurer being a member of the Association.

VOTES OF MEMBERS (Article 26)

- (a) The voting rights of members shall be exercised by their designated authorized representative of each member.

PROVIDED that for the purposes of this Article, amalgamated members or members under the same management in Pakistan shall be treated as one member.

- (b) On a show of hands or on a poll every member shall be entitled to vote in accordance with Article 5(ii) hereof.
- (c) No member shall be entitled to vote unless all moneys due from him to the Association have been paid.
- (d) A voter shall be entitled to cast his vote only if his name has been registered with the Secretary General and appears on the voter's list.

I am therefore to remind Members to pay all moneys due to the Association in respect of all bills still outstanding, in order to enable them to vote for elections and take part in the forthcoming Annual General Meeting.



N A Usmani
Secretary General

- Enclosures:
- 1) Specimen of nomination/consent form
 - 2) Sample of Identity Card
 - 3) Election Schedule
 - 4) Existing list of voter

**SPECIMEN OF NOMINATION
AND CONSENT FORM**

Date _____

The Secretary General
The Insurance Association of Pakistan
IAP House
5C, Nishat Lane-1
Phase VI, DHA,
KARACHI

Dear Sir,

**NOMINATIONS TO THE EXECUTIVE
COMMITTEE FOR THE YEAR 2023-2024**

I, _____ of _____ Insurance Company Limited, propose and nominate Mr. _____ of my Company to be elected as a Member of Executive Committee of the Insurance Association of Pakistan for the year 2023-2024.

Name of the Proposer _____ Signature _____

Name of the Seconder _____ Signature _____

As required vide Article 8 of the Articles of Association of the Insurance Association of Pakistan, I hereby give my consent to serve on the above Committee, if elected.

Yours faithfully,

Signature _____

Name of the Candidate
and Designation: _____

NOTE: The specimen form of the written consent be typed on the Member's letterhead.



SAMPLE OF IDENTITY CARD

COMPANY'S NAME: _____

ADDRESS: _____

NAME OF VOTER: _____

FATHER'S NAME: _____

DESIGNATION: _____

C.N.I.C. No. _____

SIGNATURE OF VOTER: _____



SIGNATURE OF ISSUING AUTHORITY
WITH SEAL & DATE

N.B To be typed on Company's letterhead and returned to the Association's Head Office, Karachi, duly completed and signed by the Principal Representatives latest by 18th September 2023.



IAP Election Schedule for the year 2023-2024

Description	Day	Date and Time
Approval of Election Schedule & Appointment of Election Commission by the Executive Committee.	Tuesday	4 th July 2023
Issue of Election Schedule by the Secretary General.	Wednesday	5 th July 2023
The changes, if any, regarding name of representative appearing in the list of voters' shall be intimated to the Secretary General of the Association along with necessary proof of eligibility within three days of the announcement of Elections Schedule.	Monday	10 th July 2023
The Secretary General shall display within seven days of the announcement of Elections Schedule the provisional list of all members eligible to vote.	Wednesday	12 th July 2023
The members who have any objection to the entries in the list of voters shall send their objections in writing to the Secretary General within seven days of the issuance of the voters' list.	Wednesday	19 th July 2023
The Secretary General shall intimate action on the objections on list of voters within five days.	Monday	24 th July, 2023
Any person aggrieved by the decision of the Secretary General may make a representation, within three days to the Election Commission which shall decide the representation within three days.	Friday	4 th August, 2023
Within three days of decision by the Election Commission or in case the Election Commission fails to decide within the stipulated time any person aggrieved by its decision may appeal to the Regulator who shall decide the appeal within ten days and his decision in this regard shall be final.	Friday	18 th August 2023
Within two days of the decision of the Regulator the final voters' list shall be issued.	Tuesday	22 nd August 2023
Within four days of the display of the final list of voters', any person who is eligible to contest the elections for the vacant post, shall send his nomination to the Secretary General duly proposed and seconded by a duly registered voter and signed by the candidate.	Monday	28 th August, 2023 (3:00 p.m.)
Within twenty four hours of receipt of nomination papers, a copy of the final list of voters' shall be provided to each contesting candidate.	Tuesday	29 th August , 2023
The nomination papers shall be scrutinized by the Election Commission and list of candidates shall be displayed within twenty four hours of the last date of receipt of nomination papers.	Wednesday	30 th August, 2023
The objections, if any, to the nomination of the candidates may be filed to the Election Commission within twenty four hours of issuance of the list of candidates which shall be decided by the Election Commission within two days.	Friday	1 st September, 2023



Description	Day	Date and Time
Any candidate aggrieved by the decision of the Election Commission may file an appeal to the Regulator within two days, who will decide the appeal within seven days and his decision in this regard will be final.	Monday	11 th September 2023
Within two days of the decision of the Regulator the Election Commission shall issue the final list of candidates.	Wednesday	13 th September 2023
Within five days of display of final list of candidates, the polling for election of Members of Executive Committee will be held.	Monday	18 th September, 2023 (10:00 a.m. to 3:00 p.m.)
Within two days of the election, any person elected as Member of Executive Committee shall send his nomination for election as an Office Bearer (Chairman, Senior Vice Chairman and Vice Chairman) duly proposed and seconded by an elected Executive Committee member and signed by the candidate to the Election Commission.	Wednesday	20 th September, 2023 (3:00 p.m.)
The nomination papers shall be scrutinized by the Election Commission and list of candidates shall be displayed within twenty four hours of the last date of receipt of nomination papers.	Wednesday	20 th September, 2023
Within two days of display of final list of candidates, the polling for election of Office Bearers (Chairman, Senior Vice Chairman and Vice Chairman) shall be held.	Thursday	21 st September, 2023 (10:00 a.m. to 3:00 p.m.)
The final result shall be officially announced at the Annual General Meeting of the Association.	Saturday	23 th September, 2023 12:30 p.m.

NOTE: The newly elected Members of Executive Committee will assume responsibilities with effect from **1st October, 2023**



THE INSURANCE ASSOCIATION OF PAKISTAN

PROVISIONAL LIST OF VOTERS 2023-2024

NAME OF COMPANIES ELIGIBLE TO VOTE AT KARACHI (Association's Head Office)

S.No.	NAME OF COMPANY	COMPANY N.T.N.	NAME OF SENIOR VOTING REPRESENTATIVES	C.N.I.C. NUMBER	SALE TAX NUMBER
1	Allianz EFU Health Insurance Ltd.	1163080-9	Mr. Kamran Ansari	42301-0785105-3	1750980505782
2	Alpha Insurance Co. Ltd.	0709605-4	Dr. Syed Arif Hussain	42101-1570072-3	0709605-S
3	Century Insurance Co. Ltd.	0710008-6	Mr. Muhammad Hussain Hirji	42301-0911858-9	0710008-6
4	Chubb Insurance Pakistan Limited	2295312-4	Mr. Humzah Chaudhri	42301-6117584-1	1712980521182
5	Crescent Star Insurance Co. Ltd.	3247643-4	Mr. Naim Anwar	42301-0950728-5	1750980519491
6	East West Insurance Co. Ltd.	0801110-9	Mr. Naved Yunus	42301-4087968-3	1700980509182
7	EFU General Insurance Ltd.	0944893-4	Mr. Hasanali Abdullah	42301-3783300-7	S0944893
8	Habib Insurance Co. Ltd.	0710585-1	Syed Ather Abbas	42101-1761834	1700980504882
9	IGI General Insurance Limited	7443848-2	Mr. Faisal Khan	42101-6052151-3	3277876147002
10	Jubilee General Ins. Co. Ltd.	0711347-1	Mr. Nawaid Jamal	42201-0512301-9	1600980500182
11	New Hampshire Ins. Co.	0711345-5	Mr. Muhammed Arif Bhundi	42301-0538316-3	1600980500264
12	Pak Qatar General Takaful Limited	2840090-9	Mr. Saqib Zeeshan	42201-9216159-3	1750980517582
13	Premier Insurance Ltd.	0712369-8	Mr. Afzal-ur-Rahman	42201-7053852-5	1600980000219
14	Reliance Insurance Co. Ltd.	0711861-9	Mr. Abdul Razak Ahmed	42201-4987135-5	1750980000455
15	Salaam Takaful Limited	2668683-0	Mr. Rizwan Hussain	42101-4543398-3	1750980512046
16	Sindh Insurance Ltd.	4231500-0	Mr. M. Faisal Siddiqui	42101-1539592-1	S4231500-0
17	Shaheen Insurance Co. Ltd.	0701166-7	Syed Rizwan Akhtar	35202-0839961-5	1700980507364
18	TPL Insurance Ltd.	0710812-5	Mr. Muhammad Aminuddin	42201-9984955-5	1750980509828
19	UBL Insurers Limited	2798420-6	Mr. Rashid Jameel Khan	42101-1613270-9	1700980505619
20	Adamjee Life Assurance Co. Ltd.	3238692-3	Mr. Jalal Meghani	42101-1658508-7	N/A

21	Askari Life Assurance Co. Ltd.	0814583-7	Mr. Jehanzeb Zafar	35202-2731308-5	S-081-4583-7
22	EFU Life Assurance Limited	0944894-2	Mr. Taher G. Sachak	42000-0543616-3	N/A
23	IGI Life Insurance Ltd.	0860147-0	Mr. Ali Nadim	35200-1430770-1	S-0860147-0
24	Jubilee Life Insurance Co. Ltd.	0660564-8	Mr. Javed Ahmed	42000-0429940-7	N/A
25	State Life Insurance Corp. of Pakistan	0712227-6	Mr. Muhammad Rashid	42101-1774546-3	N/A
26	TPL Life Insurance Ltd.	3104036-5	Mr. Saad Nissar	42201-9687803-1	N/A
27	Pak Qatar Family Takaful Limited	2840091-7	Mr. Azeem Iqbal Pirani	42201-4383704-1	S2840091-7



THE INSURANCE ASSOCIATION OF PAKISTAN

PROVISIONAL LIST OF VOTERS 2022-2023

NAME OF COMPANIES ELIGIBLE TO VOTE AT LAHORE (Association's Regional Office)

S.No.	NAME OF COMPANY	COMPANY N.T.N.	NAME OF SENIOR VOTING REPRESENTATIVES	C.N.I.C. NUMBER	SALE TAX NUMBER
1	Adamjee Insurance Co. Ltd.	0709389-6	Mr. Naeem Uddin	35202-2302469-9	1700981300337
2	Alfalah Insurance Co. Ltd.	2636304-6	Mr. Abdul Haye	35202-0117420-7	0300980500964
3	Asia Insurance Co. Ltd.	0657868-3	Mr. Zain Ul Haq Qureshi	35202-8554851-7	0304986002619
4	Askari General Insurance Co. Ltd.	2147359-5	Mr. Abdul Waheed	61101-6044110-5	0702980522455
5	Atlas Insurance Limited	2396345-0	Mr. Rashid Amin	35201-1409249-1	0309981300228
6	Co-operative Insurance Society of Pakistan Ltd.	2783735-1	Ch. Ahsan Mehmood	35202-2244793-5	0300981305591
7	Pakistan General Insc. Co. Ltd.	0945181-1	Ch. Mazhar Zahoor	35202-9444136-9	0300980502037
8	Security General Insc. Co. Ltd.	1158490-4	Mr. Farrukh Aleem	35202-8187645-5	0300980501537
9	United Insurance Co. of Pakistan Ltd.	0712543-7	Mr. Muhammad Rahat Sadiq	35202-5681884-3	0305980000473
10	Universal Insurance Co. Ltd.	0712418-0	Mr. Amir Raza	35202-2383404-1	0300980500628

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