

**BANANA ISLAND PROPERTY OWNERS AND RESIDENTS  
ASSOCIATION LAGOS (BIPORAL)**

**POLICIES AND GUIDELINES FOR 2022 ELECTIONS**

**I. ELECTION TIMETABLE**

<b>EVENT</b>	<b>DATE</b>
Uploading of Election Policies /Guidelines and Nomination Form to the Election Page on the BIPORAL Website and email the link to all residents and pasting at the BIPORAL office	Thursday, Oct. 6 <sup>th</sup>
Deadline for submission of Nomination Forms via email to ( <a href="mailto:elections@biporal.com.ng">elections@biporal.com.ng</a> ) and/or by submission at BIPORAL office	Friday, Oct 14 <sup>th</sup>
Uploading of eligible candidates' profiles, photographs, proposers and seconders to the Election Page on the BIPORAL Website and email the link to all residents and/or publishing at BIPORAL office.	Monday, Oct. 17 <sup>th</sup>
Deadline for payment of Annual Dues for non-Candidates	Monday, Oct. 17 <sup>th</sup>
Closure of Voters' Register	Monday, Oct. 17 <sup>th</sup>
Commencement of Campaign	Tuesday, Oct. 18 <sup>th</sup>
Deadline for submission of objections and petitions via email to ( <a href="mailto:elections@biporal.com.ng">elections@biporal.com.ng</a> ) and at BIPORAL office	Friday, Oct. 21 <sup>st</sup>
Display of Voters' Register	Friday, Oct. 21 <sup>st</sup>
End of Campaign	Friday, Oct. 28 <sup>th</sup>
Election Day:- - Physical Voting at Second Oval (near the Children's Playground) - Declaration of results - By-elections in event of a tie	Saturday, Oct. 29 <sup>th</sup> 10am – 3pm  From 3pm  Will be Scheduled

**II. ELIGIBILITY**

- a) One household, one vote.
  
- b) Resident Landlords/House owners only who pay their annual dues (year 2022) up to date on or before the deadline for the submission of nomination forms (i.e. 14<sup>th</sup> October, 2022) may contest elections.

- c) Financial residents: - Only resident Landlords and Tenants (individuals or corporate bodies) who are up to date in the payment of their annual dues (year 2022) on or before 17<sup>th</sup> October, 2022, are eligible to vote.
- d) Where the dues of residents in a Mini-Estate within Banana Island are paid collectively and a single receipt is obtained from the Association Secretariat, a list of the tenants of the Mini-Estate covered by the receipt will be obtained for the purpose of Voters register.
- e) Each voter must come with proper identification, which will be checked against the voters' register before casting his/her vote on the day of elections
- f) Members of the Electoral Committee are eligible to vote but cannot contest.
- g) Corporate members are allowed one vote. The representative of the company is to submit a letter of authorisation and proper identification at least one week before the voting day.
- h) A household has only one vote and the household shall choose the person to cast their vote.

### **III. NOMINATION**

- a) No one shall be elected unless he/she has been duly proposed and seconded on the Nomination Form, by a financial member.
- b) The Proposer and Seconder , for any nominee, cannot be from the same household.
- c) Nomination forms to be submitted via email to [elections@biporal.com.ng](mailto:elections@biporal.com.ng) and/or at the BIPORAL office.

### **IV. VOTERS REGISTER**

The Voters' Register will be publicly displayed at the BIPORAL Office, for objections and regularization. The register will be based on members who have paid their annual dues up to 2022 and who are not indebted to BIPORAL. The deadline for payment of annual dues for non-candidates is 17<sup>th</sup> October, 2022. The register will be displayed on the 21<sup>st</sup> October, 2022.

### **V. VENUE OF ELECTIONS**

Elections will be held at only one venue, namely at the Second Oval, (Near the children's playground) Banana Island.

### **VI. CAMPAIGN**

- a) Handbills may be distributed in the Estate.
- b) Campaigning by email is allowed through the Association Secretariat, but telephone numbers and house addresses will not be released.
- c) Door-to-door campaigning is allowed.
- d) Posters will not be allowed as they will deface the Estate.
- e) Public Address Systems will not be allowed.
- f) No speeches and campaigning on Election Day.
- g) Campaign must be clean, factual and based on issues.

## VII. ELECTIONS

- a) Saturday the 29<sup>th</sup> Day of October, 2022 will be reserved for BIPORAL Elections
- b) Centralised voting: - Voting will take place only in one location and shall be by secret ballot.
- c) Proxy voting shall be limited to members of the resident's household and shall be in accordance with the standard proxy form provided. Completed and duly signed proxy forms must be submitted at least one week before the date of elections , for proper verification.
- d) There will be different colours of ballot papers for each office being contested.
- e) There will be ballot boxes for each office being contested, a total of 10 boxes for all positions. Each box to be labelled with different colours as the ballots.
- f) Identification: - Photo identification is required for voting. International passport, Driving License or National Identity Card only. Corporate members to send a company representative with a letter of authority and identification.
- g) The name on the means of identification must be the same as in the voters' register.
- h) There will be 3 levels of checks: -
  - i. At the point of accreditation
  - ii. At the point of being given the ballot papers
  - iii. At the point of voting.
- i) Voters to be accredited and allowed to vote immediately after accreditation.
- j) Each candidate to have a representative at the counting of votes.

- k) One person would be responsible for giving out ballot papers.
- l) A Preferred candidate may be indicated by ticking or shading. Any ballot with multiple ticking or shading will be voided.
- m) There will be bye-elections, in the event of a tie, on the same afternoon to determine the winner.
- n) Vacant positions will be filled, as recommended in the BIPORAL Constitution, at the next Annual General Meeting.

## **VIII. AVAILABLE OFFICES**

a) The following offices are to be contested:

- i. **CHAIRMAN**
- ii. **VICE CHAIRMAN**
- iii. **2ND VICE-CHAIRMAN**
- iv. **GENERAL SECRETARY**
- v. **ASSISTANT GENERAL SECRETARY**
- vi. **LEGAL ADVISER**
- vii. **FINANCE SECRETARY**
- viii. **TREASURER**
- ix. **SOCIAL/WELFARE SECRETARY**
- x. **PUBLIC RELATIONS OFFICER**

## **IX. VOTING**

- Shall be strictly by secret ballot in accordance with the BIPORAL constitution.
- Proxy voting shall only be allowed to the extent that it shall be limited to members of the household only.

## **Election Results**

1. Announced at the Conclusion of vote counting on the date of Elections.
2. Circulated to all residents via email.
3. Published and pasted on the BIPORAL office notice board.