



CONSTITUTION OF
PAKISTAN TEHREEK-E-INSAF

2019

Passed by National Council



Chairman's Signatures

Dated

Constitution of Pakistan Tehreek-e-Insaf 2019

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In addition to the above many other Party Activists Participated in the open sessions in person or electronically, some gave ideas while others assisted in writeup.

Preface

1. This review 2018-19 has been conducted to fulfill the legacy of Founding Chairman Imran Khan of converting Pakistan Tehreek Insaf into a democratic institution to build a Modern Islamic State. Essential elements of an institution are the rule of law, non-personal objective decision making, transparency and accountability.
 2. In the absence of the established democratic traditions in the party, detailed account of organisational structures, powers and functions is required and the same has been provided even at the cost of repetition and procedural details.
 3. The language has been made as simple as possible to make it easy for the understanding of party members.
 4. In structuring this document following principles have been followed,
 - 4.1. Transparency and effective communication for informed opinion/decision making.
 - 4.2. Inclusivity and collective decision making, the soul and spirit of democracy, have been ingrained at every level.
 - 4.3. Devolution of power and robust objective accountability have been weaved in to instill the basic democratic values.
 - 4.4. A great importance has been attached to the continuing education and training of the members and leaders, alike. This department has been elevated to a new level.
 - 4.5. To achieve the very best of the practices and performance, evaluation procedures for all (members, leaders, parliamentary selection boards and all contained organisations) have been carefully laid down and a new organ (party management cell) has been created for the purpose.
 5. To help improve governance, think tanks are provided for policy research and development at the top while action committees for monitoring and feedback at the lower tiers.
 6. A new cadre of non-constituency leaders is being developed through incentives to function as the spine of the party.
 7. Merit based procedures for the award of tickets have been institutionalised to bring up the best available candidates and improve the capacity with each recurring cycle through post election audit and review.
 8. Members of the elected public bodies (Local Government, Provincial Assemblies and the Parliament) are not only integrated within the collective decision making bodies at corresponding levels but also made accountable.
- DAH

Preamble¹

Whereas;

1. The creation of Pakistan was a result of the relentless struggle of Muslims in India under the inspiring leadership of Quaid-e-Azam Mohammad Ali Jinnah, to establish a homeland where people of all religious persuasions could freely practice their beliefs and ideals and where the rights of minorities were expressly guaranteed and determined;
2. Pakistan was envisaged as a country and society wherein people shall live in harmony and peace - free from discrimination, exploitation, corruption and prejudices of any kind - under a democratic system ensuring justice, equality and prosperity for all citizens;
3. The concentration of power at the centre and frequent and long military takeovers have negated the spirit of federalism, causing a sense of deprivation among the federating units, which resulted in narrow parochialism, ethnicity and division among the people that tragically led to the separation of East Pakistan and continues to threaten the integrity and solidarity of Pakistan;
4. Pakistan fell into the hands of a ruling elite consisting of inept, corrupt and selfish politicians, feudal, civil and military bureaucrats, and a host of vested interests that have plundered Pakistan and have brought it to the brink of disaster;
5. A colonial system of government and the feudal stranglehold on society has afflicted a dependency syndrome, which has created a chronic debt-dependent economy that thwarts initiative and self-reliance;
6. Justice and the rule of law have disappeared from all walks of life, due to which, the state institutions have lost credibility;
7. The common citizen is deprived of access to basic necessities of life such as food, education, employment, health care, clothing, housing and transportation and has been made a victim of violence in society, breakdown of law and order, institutionalised corruption, tyranny of police and other government department;
8. The liberation of Jammu and Kashmir remains an unrealised goal of the Pakistan Movement and;
9. Pakistan stands at the threshold of an economic disaster, breakdown of institutions, collapse of governance, social disorder, desperation and disillusionment.

Therefore:

We have established a political party to mobilise people to lift Pakistan from its present state of despair, and to set it on the path of unity, solidarity, social justice and prosperity.

¹ Preamble kept in original text (2012-2014, Hamid Khan et.al) for historical reasons

I. Name

The name of the political party is "**Pakistan Tehreek-e-Insaf**".

II. Objectives²

It is to make Pakistan a truly modern democratic, egalitarian, tolerant Islamic welfare state (Ryasat-e-Madina)³, where every citizen is equal in the eyes of the law with guaranteed full fundamental rights, regardless of gender, caste, creed and religion; or any economic, physical and social condition; so as to enjoy equal opportunity, peace, harmony and happiness. These Objectives are more clearly described as:

1. Justice for All: Guarantee of Fundamental Rights and Independence of Judiciary

- 1.1. To promote and protect freedom of thought and expression;
- 1.2. To restore dignity, self-respect and honour of the people of Pakistan, which have been compromised through decades;
- 1.3. To develop, promote and implement policies that protect the rights of women belonging to all strata of the society, especially the middle and working classes, urban or rural, as equal citizens and encourage the participation of women in the national and political life;
- 1.4. To provide for the representation of women at all decision-making levels;
- 1.5. To protect the rights and interests of the minorities and to respect their aspirations and give them representation at all levels commensurate to their actual populations;
- 1.6. To strive for the right of the citizens to have free access for the public information;
- 1.7. To abolish all unjust laws for the imposition of restrictions on the freedom of press and the rights of journalists and press workers lending to manipulation by the government or private sector;
- 1.8. To free the electronic and print media from public or private monopoly and strangulation; through promoting responsible self regulation by the democratic media bodies;

²As for Preamble, Objectives also kept in original text (2012-2014, Hamid Khan et.al) for historical reasons

³ New Insertion (Ryasat-e-Madina)

- 1.9. To introduce and implement extensive judicial reforms to ensure the independence of the judiciary and provide for an inexpensive and expeditious system of justice through a credible and effective court system;
- 1.10. To introduce and strengthen an innovative efficient system for Dispute Resolution to ensure expeditious dispensation of justice;

2. Governance: Reforms, Law enforcement, Accountability, Education, Health, Social Welfare & Environment

- 2.1. To vindicate that Pakistan is a modern Islamic welfare state guided by the Islamic values where tolerance, social justice and principles of genuine democracy are practiced as envisioned by the founding fathers of the nation, Quaid-e-Azam Mohammad Ali Jinnah, the philosopher national poet Allama Mohammad Iqbal and others.
- 2.2. To devise and implement policies to put such systems in place to eradicate corruption and tyranny in all forms and manifestations from public life and to create permanent credible institutions for such accountability.
- 2.3. To weed out smugglers, drug pushers, qabza, mafias and anti-social elements from society;
- 2.4. To introduce a just and equitable system of land tenure to protect the tiller and the cultivator from the excesses of the feudal or the revenue administration;
- 2.5. To introduce agrarian reforms to ensure higher agricultural productivity and protection of the rights of the farm workers and the tenants through the formation of democratic farm cooperatives;
- 2.6. To provide equal opportunities in education to try to achieve 100% literacy; and further to promote a knowledge based economy through research and development, technical and higher education;
- 2.7. To introduce a system of quality education, develop uniform core curriculum for all strata of society and discourage elitism;
- 2.8. To ensure access to health care facilities for all citizens of Pakistan;
- 2.9. To reform and restructure civil services at all levels by providing constitutional protection to civil servants against political interference and promoting specialisation to enhance efficiency through continuing training program and by the adoption of technology;
- 2.10. To introduce police reforms in order to build its capacity and modify its decadent culture to make it credible, responsive, and subservient to the needs of the citizens;
- 2.11. To protect the environment, ensure clean air and water through significant reduction of our societal carbon footprint and lead eco friendly sustainable growth into the future.

3. Democracy: Peoples Participation & Empowerment, Culture and Nation Building

- 3.1. To promote tolerance and eliminate all kinds of prejudice throughout the society whether provincial, ethnic, religious, sectarian, linguistic or tribal and inculcate a spirit of unity, mutual respect, brotherhood and prosperity for all in order to instill a common Pakistani Identity;
- 3.2. To promote and enforce provincial autonomy;
- 3.3. To replace the prevalent centralised colonial system of governance with a vibrant, responsive, democratically devolved form of governance to the Local Governments in accordance with Article 140-A of the Constitution of the Islamic Republic of Pakistan;
- 3.4. to ensure community participation at the Local Government level in equitable planning and development of all regions of Pakistan;
- 3.5. To preclude and prevent personal enrichment by politicians and public officials through abuse of authority by enacting laws prohibiting conflict of interest;
- 3.6. To eliminate the VIP culture, arrogant display of wealth and authority, double standards of dispensation of rights and justice, repression and oppression of the down-trodden by the state functionaries;
- 3.7. To eliminate the curse of illegal wealth, feudal coercion and administrative interference in politics and elections;
- 3.8. To reform the electoral system that shall bring about accountability of election expenses and drastically reduce election spending and prevent defaulters and the corrupt from participating in elections, thus facilitating persons of integrity and modest means to get elected to the legislatures;
- 3.9. To abolish feudalism, implement land reforms and distribute State lands thus acquired amongst the landless peasants;
- 3.10. To introduce and continue the joint electorates throughout and encourage all marginalised communities to participate in mainstream politics.
- 3.11. To adopt the concept of proportional representation in the electoral system;
- 3.12. To bring FATA⁴ into the mainstream of the country and eliminate all vestiges of colonial laws and regulations; and
- 3.13. To ensure participation of the youth - the future leaders of Pakistan, in the national mainstream;
- 3.14. To train the youth and modernise their skills through technical education and employment opportunities;
- 3.15. To ensure the continuation of voters' age to be 18 years;
- 3.16. To ensure participation of overseas Pakistanis in the electoral process;

⁴ FATA has been absorbed since

- 3.17. To strengthen family as a unit and promote family values;
- 3.18. To preserve, protect and promote the rich and diverse cultural heritage of Pakistan;

4. Economy: Taxation, Agriculture, Industry, Labour & Employment

- 4.1. To tax all sources of income including agriculture and treat it as an industry, ensure payment of all government and public dues and eliminate massive financial leakages throughout the country;
- 4.2. To endeavour for achieving a sustained economic growth by introducing major improvements in the social and physical infrastructure and support facilities geared towards economic activity and prosperity for all throughout Pakistan;
- 4.3. To contain inflation and stabilise prices of the necessities of life;
- 4.4. To endeavour for universal employment through massive economic, industrial and agricultural growth and development;
- 4.5. To uphold the dignity of labour, promote socio-economic and political emancipation of the working classes and ensure just wages and compensation for all workers, contract labourers and peasants;
- 4.6. To redress the grievances and problems of the fixed income groups like salaried employees, pensioners and senior citizens;
- 4.7. To promote and protect investments by overseas Pakistanis and other investors, cutting layers of regulations, securing a safe investment environment, transparency and durability in economic policies;

5. Foreign Policy and Defence of Pakistan

- 5.1. To pursue an independent foreign policy promoting national interest with special emphasis on relations with the regional countries and the Muslim Ummah;
- 5.2. To strive for the right of self-determination for the people of the State of Jammu & Kashmir;
- 5.3. To support international efforts for the welfare and dignity of the global community to establish a just international economic order;
- 5.4. To strengthen national security and defence against external and internal threats;
- 5.5. To ensure the elimination of all forms of terrorism by addressing its root causes

III. Membership

1. The membership of Pakistan Tehreek-e-Insaf will be open to all citizens of Pakistan who are at least 18 years of age and fully subscribe to the constitution and objectives of the party, at all times.
2. In addition to the voluntary activity, the membership campaigns shall be run by workers, local organisations and the wings of the party as and when guided by the leadership.
3. The 'Party members' shall be divided into two categories;
 - 3.1. Member⁵, anybody who has paid a monthly fee, as set by the CEC⁶ from time to time, for a duration of not less than six months before the announcement of intra-party election schedule; provided that the default period on membership fees during these six months has not exceeded two months⁷.
 - 3.2. 'Star Member'⁸, any member who has taken specified party educational and training courses and attended such authorised training workshops; and communicated with the party through electronic surveys and messages. Party Management Cell shall determine the number of stars (from 0-10), thus attained, from time to time as determined by the member's level of activity, and communicate the same to FedEC which shall update membership register accordingly.
4. All members shall be required to take an oath as specified in the article 'Oath' and be deemed to have relinquished association with any other political party.
5. Federal Election Commission (FedEC) shall be the sole repository and guardian of the Membership Database (register) and responsible for membership verification and keeping data in robust health.
6. Federal Election Commission (FedEC) shall provide access to the membership register or printed list of the membership register, confined only to the geographical area of the requesting organisation as provided under this constitution.

IV. Organisations

Pakistan Tehreek-e-Insaf shall have the following organisations:

⁵ Recurring monthly membership fee is more of an instrument to gauge member's genuity through effort and time.

⁶ Central Executive Committee

⁷ Only one default period of two months is allowed, otherwise membership shall be suspended.

⁸ This is to inform, educate and train workers through healthy competition.

1. A 'Primary Organisation' consisting a Census Block Code (A Census block Code or simply called a Block Code is an area defined by the revenue department comprising an average of 300 households. One voters-list contains the voters of the households within one block code.)
2. A local organisation shall consist of an area of the lowest local government organisation as delimited by the Election Commission of Pakistan in accordance with each Provincial Local Government Law⁹.
3. A 'Tehsil/Taulka Organisation' shall consist of a Tehsil/Taulka in a District, excluding any urban areas having the status of Municipal Committee or cantonment boards as defined by the provincial Local Government Law. Such a Municipal Committee or Cantonment Board area shall comprise a separate 'City/Cantonment' organisation at the same level.
4. A 'District Organisation' shall consist of a District excluding any urban areas having the status of a Municipal Corporation. Such a Municipal Corporation area shall comprise a separate 'City District' organisation at the same level.
5. A 'Divisional Organisation' shall consist of a Division within a Province under the law excluding any urban area of the Capital City of the Province/Quasi-Province¹⁰ (Gilgit Baltistan and Azad Jammu and Kashmir). The Capital cities of the provinces/Quasi-Provinces and Islamabad Capital Area (ICT) shall each comprise a separate 'Capital City' Organisation at the same level of Division. Provided that the ICT Capital City Organisation shall directly report to the Central Organisation.
6. A 'Provincial Organisation' shall be formed for each Province and Quasi-Province (Gilgit Baltistan and Azad Jammu and Kashmir)
7. An Organisation for the International Chapters (OIC) shall be formed for the overseas Pakistanis.
8. A National Organisation shall be formed for the entire country including overseas Pakistanis.
9. A PTI Federal Election Commission (PTI FedEC) shall be formed to conduct Intra Party Elections (IPE) with a permanent secretariat.
10. Finance Boards shall be formed which shall include Central Finance Board (CFB), Provincial Finance Boards and a Finance Board for each Country Organisation of OIC.
11. Standing Committee on Accountability and Discipline (SCAD) shall be formed.
12. Seven wings (Women, Youth, Minorities, Labour, Insaf Students Fedration, Insaf Doctors Forum, Insaf Lawyers Forum) shall be formed. All these wings shall be represented in the corresponding executive committees. Central Executive Committee may sanction more wings provided they can fulfill the constitutional requirements.

⁹ This lower tier would be in line with the nomenclature and delimitation of the Local Government law of the province like Union/Ward/Neighbourhood/village council

¹⁰Quasi-Province denotes the area of each region of Gilgit Baltistan and Azad Jammu and Kashmir

V. General Provisions

1. Collective Decision Making، اَمْرٌ هُمْ شُورَى بَيْنَهُمْ

- 1.1. All decisions¹¹ shall be taken by the corresponding governing body/ executive committee and other such bodies¹² by a majority of vote; Minimum quorum¹³ required for validity shall be seventy-five percent (75%) for smaller bodies/committees¹⁴ and fifty percent (50%) for the larger committees/councils¹⁵ of the total membership; agenda items shall be distributed by the secretary¹⁶ along with invitation notice wherever possible.
- 1.2. Role of the leader is to provide full contextual information, giving patient hearing to all members while reserving own opinion till the very last¹⁷, help build consensus among the members in arriving at the best possible decision/opinion and maintaining cordiality through the discourse.
- 1.3. Governing Body can take provisional decisions in policy matters¹⁸ where there is enough room to believe that an executive committee meeting couldn't be convened in time.
- 1.4. All provisional decisions shall be ratified by a majority of votes of the executive committee in a meeting convened at a time, not later than fifteen calendar days of the provisional decision; in the absence of such ratification such decision shall stand nullified, ab initio.
- 1.5. All governing body/executive committee/other bodies decisions/ resolutions shall be forwarded to the Party Management Cell, along with the attendance roll, in paper or electronically, not later than three days from the date the meeting.

¹¹ Political or administrative

¹² such as Working committees of the wings, Boards in case of sectoral secretaries

¹³ Smaller bodies can utilise electronic medium for decision making

¹⁴ Having membership less than 20 e.g. Governing bodies

¹⁵ such as executive committees and councils at different tiers

¹⁶ SG in case of CEC, GS in case of lower tier executive committees and specified Secretaries as in other cases

¹⁷ in order to let members give independent opinion

¹⁸ Policy decisions are prerogative of the Executive Committee and its ratification is essential but not in the administrative decisions like nominations at the same tier or lower tiers

2. Minimum membership requirement for the Local Organisations

- 2.1. For this provision and elsewhere in the constitution 'Local organisations' means District, Tehsil and UC/Ward¹⁹.
- 2.2. To hold election in any local organisation²⁰ the minimum membership shall be half percent²¹ (0.5%) of the total registered votes in the voter list of the Election Commission of Pakistan for the area of that particular organisation. (for example 20 Members for a ward of 4,000 votes²² and 60 Members for a Union council of 12,000 votes).
- 2.3. For the purpose of the Women, Labour, Minority and Youth wings: the minimum membership requirement for each wing shall be quarter percent (0.25%) of the total number of registered votes in the area of the organisation. (for example 10 Members for each wing in a ward of 4,000 votes²³ and 30 Members for each wing for a Union council of 12,000 votes).
- 2.4. For the purpose of the Lawyers and Doctors wings: the minimum membership requirement shall be at least 20 members in the district.
- 2.5. Internal Party elections shall only be held for those Local Organisations where minimum membership requirement has been achieved at the time of the announcement of election schedule. Otherwise nominations shall be made in those organisations.

3. Nominations at the Local Organisations

- 3.1. Nominations²⁴ shall be made, as provided below, only in those local organisations where minimum membership requirement has not been achieved.
- 3.2. Divisional Executive Committee shall nominate the members of the District Executive Committee. All appointments shall require ratification by the Provincial Executive Committee, not later than 30 calendar days.
- 3.3. District Executive Committee, after being constituted shall nominate the office bearers of the Tehsil Executive Committee
- 3.4. Tehsil Executive Committee, after being constituted shall nominate the office bearers of the Neighbourhood²⁵/Ward/Union Council Executive Committee.

¹⁹ The lowest defined Local Government organisation as per each Provincial Local Government Law

²⁰ This could be a district, a tehsil, a UC/Ward/Neighbourhood organisation

²¹ Total number of Members including those of the wings

²² Voters registered with election commission of Pakistan

²³ Voters registered with election commission of Pakistan

²⁴ Nominee must be a local resident of the local organisation

²⁵ Panchayat in Rural areas

- 3.5. Ward/Union Council Executive Committee, after being constituted shall nominate the office bearers of the primary/block code organisation.
- 3.6. All nominations at the levels of Tehsil, Ward/Union Council shall require ratification by the Divisional executive committee, not later than fifteen calendar days of such notifications.
- 3.7. Nominations in the wings shall be made by the relevant wings as stated in this constitution or in their respective by-laws.
- 3.8. All nominated office holders shall be evaluated by the party management cell quarterly²⁶ against measurable outcomes as set by the Central executive committee from time to time including voter/star membership, political activity, participation in educational and training workshops and setting up of the effective local action committees in areas such as police, revenue, education and health. Any office holder, not achieving required outcome, shall be liable to be changed.

4. Sunset Clause

- 4.1. After the adoption of this amended constitution, first party elections shall be held not later than 18 months from the date of adoption of this constitution; however Chairman may decide to hold party elections at an other time of his choosing. All provisions of this sunset clause shall cease to have effect on the date of announcement of election results by Federal Election Commission.
- 4.2. The Chief Organiser²⁷ shall use all powers and functions of the Chairman given herein with the approval of the Chairman and shall be responsible for following functions:
 - 4.2.1. Reorganising Party in all four provinces, AJK, GB, Islamabad and Overseas
 - 4.2.2. Formulating Policy for the party
 - 4.2.3. Preparing the party for Local Government and Parliamentary²⁸ Election
- 4.3. All office holders shall report to the Chief Organiser²⁹ for all party matters and all nominations are liable to be ratified/revised by the Chief Organiser.

²⁶ Every three months

²⁷ As per Chairman's notifications dated 13 March 2019

²⁸ If they fall before next intra Party elections

²⁹ Chief Organiser shall deputise Chairman in his functions

- 4.4. Nominations shall be made against all the designations in all the executive committees; provided that the persons nominated against the three positions reserved for the 'Losing Panels' in each executive committee are known to have divergent views to those of the President of the executive committee. The criteria for nominations shall be as following;
- 4.4.1. Closest to the ideology and vision of Founding Chairman
 - 4.4.2. Established affiliation with the Party for a sufficient period of time
 - 4.4.3. Well versed in Party Constitution
 - 4.4.4. Politically experienced and a local resident³⁰
 - 4.4.5. Possessing will and capacity to implement party agenda and empower party workers
- 4.5. The Secretary General shall nominate members of the Governing Bodies of the Central and Provincial Executive Committees with the approval of the Chairman.
- 4.6. The Central Governing Body shall propose nominations for the rest of the CEC members to be approved by the Chairman.
- 4.7. The Provincial Governing Body shall nominate Divisional Governing Bodies and complete own PEC, as per guidelines set by the Chief Organiser, to be approved by the Central Governing Body.
- 4.8. The Divisional Governing Body shall nominate District Governing Bodies and complete own DivEC, as per guidelines set by the Chief Organiser, to be approved by the Provincial Governing Body.
- 4.9. The District Governing Body shall nominate Tehsil Governing Bodies and complete own DEC, as per guidelines set by the Chief Organiser, to be approved by the Divisional Governing Body.
- 4.10. The Tehsil Governing Body shall nominate Ward/Union Council Governing Bodies and complete own TEC, as per guidelines set by the Chief Organiser, to be approved by the District Governing Body.
- 4.11. First evaluation of all nominated office holders shall be done after six months; and non-performing office holders shall be liable to be replaced; and quarterly evaluation, thereafter, shall be conducted against measurable outcomes. On failing of such evaluation, all nominated office holders shall be liable to be changed.

5. Internal Party Elections

Party elections shall be held in two parts:

5.1. Election of the Chairman³¹

³⁰ of the respective area of the organisation

³¹ Chairman to decide about the post of the Vice Chairman (Deputy Leader)

- 5.1.1. The Chairman of the party (The Leader) shall be elected by the direct secret ballot of all the Members on the register/database of party FedEC.
- 5.1.2. Party Federal Election Commission shall conduct this election.
- 5.1.3. Election of the Chairman shall be held two years³² before each scheduled general election in the country.
- 5.1.4. In case of the Chairman's position falling vacant due to any reason, the SG shall take additional-charge of the office in the interim and Elections for the Chairman's office shall be held within 30 days of position falling vacant.

5.2. Election of other office bearers

- 5.2.1. The elections for all following offices shall be held every three years in the first week of the month of April:
 - a. Centre: Secretary General, Additional Secretary General, Deputy Secretaries General and Joint Secretaries
 - b. All other tiers: President, Senior Vice President, Vice Presidents, General Secretary, Additional General Secretary, Deputy General Secretaries and Joint Secretaries
- 5.2.2. Elections shall be held by direct secret ballot of the eligible party members cast to the 'panel of candidates' as specified for each organisation (including wings³³), as given in the relevant clauses.
- 5.2.3. Any losing panel shall get two seats³⁴ in the relevant executive committee, provided it had secured more than 35% of the total polled votes.
- 5.2.4. Any losing panel shall get one seat in the relevant executive committee, provided it had secured more than 20% of the total polled votes.
- 5.2.5. The method of removal from the office is only through SCAD as provided for in the relevant section. There is no provision for a Vote of No-Confidence³⁵ at any level.
- 5.2.6. Any seats falling vacant in any of the executive committees, shall be nominated by the relevant³⁶ panel.

³² Hence occurring every Five Years

³³ As per their by-laws

³⁴ as specified in the relevant clauses.

³⁵ as the dissidents can sit out relatively short tenure of 3 years

³⁶ Winning panel filling own seats and losing panel filling own seats

- 5.2.7. In case of party elections falling within one year before general elections of the country, term of all executive committees shall be extended by one year; in case of AJK and GB elections, term of quasi-provincial and all lower tiers executive committees shall be extended by one year.
- 5.2.8. If the Chairman determines that such circumstances exist which require early party elections, he may move a motion in the National Council to bring party election forward by one year. The motion shall require a simple majority vote.
- 5.2.9. In case of party elections falling within one year before Local Government elections in a province, term for the Local Organisations³⁷ shall be extended by one year in that particular province. Alternatively provincial executive committee can move a motion in the provincial council to bring election of the Local Organisations forward by one year. The motion shall require a simple majority vote.
- 5.2.10. The tenure of the Overseas International Chapters (OIC) shall be as per OIC by-laws.

6. Sectoral Organisation

6.1. Wings of the Party³⁸

- 6.1.1. The electoral college for each wing shall be the members registered with Federal Election Commission (FedEC) under that particular wing³⁹; members shall be duly registered with the party FedEC under the relevant wing; one person shall be registered with one wing only.
- 6.1.2. The age limit shall be 29 years for the youth wing and 24 years for the Insaf Student Federation (ISF); members of Youth and student wings shall resign from the respective wing and join mother party before applying for any party ticket at any tier.
 - a. **Sunset Clause:** In the interest of continuity, age limit only for the members of the working committees shall be raised to 32 years for the Youth and 27 years for the ISF until the first party election under this constitution⁴⁰.
- 6.1.3. ISF members shall not involve themselves nor participate in any political activities on the campuses that might disrupt educational activities and discipline of the institutions⁴¹; nor shall they participate in any violent activity.

³⁷ District and lower tier organisations

³⁸ Federal Election Commission

³⁹ Women for women wing, young people for youth wing, minority for minority wing, and labour for labour

⁴⁰ Age limit for the members shall stay the same

⁴¹ As per Supreme Court Decision 1993 SCMR 1781 CJ Muhammed Afzal Zullah et al.

- 6.1.4. Minimum requirement for a minority wing to exist at any tier shall be 2% minority voters in the ECP list of the area; FedEC⁴² shall notify the areas where a minority wing may exist.
- 6.1.5. In addition to the provisions in the constitution; each wings shall be governed as per its by-laws as submitted with FedEC at the time of the formation of the wing after ; amendments to the by-laws shall be made as per the method given therein; the by-laws shall comply with the constitution and shall supplement and not replace provisions given herein; in case of conflict the constitutional provisions shall prevail.
- 6.1.6. Each wing shall appoint their secretary finance with the approval of the Central Secretary Finance.
- 6.1.7. Each wing shall prepare their annual budgets and budgetary demands to the CFB though Central Secretary Finance.
- 6.1.8. Donors can donate to the wings by specifying any wing as the recipient which they shall deposit in the Central Account⁴³; in such cases, CFB shall not take more than 5 working days before transferring that amount to the account of the specified wing.
- 6.1.9. Each wings may request CFB to have a Finance Board of its own; and a bank account as per the policy and manuals developed by the Central Finance Board.
- 6.1.10. Each wing shall have an annual external audit by QCR rated Chartered Accountant which shall be submitted to the CFB through the Central Secretary Finance.
- 6.1.11. Any office bearer of one wing on removal/suspension/censure/‘under investigation’ cannot join another wing or take up any position in mother party.
- 6.1.12. Wings cannot have their own sub-wings like Youth sub-wing of the Women Wing, Women sub-Wing of the Labour Wing or overseas sub-wing of the labour wing.
- 6.1.13. Presidents of all wings shall be the members of the executive committee of the mother body at the corresponding tier.
- 6.1.14. Wings shall be independent in their internal administrative workings, like appointments and organisational meetings in accordance with their by-laws.
- 6.1.15. The apex decision making body of each wing shall be named as ‘Central Working Committee’ at the center; and a corresponding ‘Working Committee at each tier.

⁴² Party Federal Election commissioner.

⁴³ May deposit directly in the account of the wing if the wing had opened it as per CFB policy and guidelines

- 6.1.16. All decisions shall be taken by the majority vote of the 'Working Committees'⁴⁴.
- 6.1.17. All wings shall be bound to follow party policy and guidelines as given by the executive committees at the respective tiers. Any violations shall be liable to be reported to SCAD and dealt with as specified in the section on discipline.
- 6.1.18. Additional wings could be raised only after the approval of the Central Executive Committee, otherwise any such act shall be taken as constitutional violation and liable to be reported to SCAD and dealt with as specified in the section on discipline.

6.2. Sunset Clause

- 6.2.1. This sunset clause deals with the formation of the party wings after the adoption of this constitution; and shall cease to have effect after the nomination of the 'Central Working Committee' as per by-laws of each respective wing.
- 6.2.2. SG shall nominate a convening committee for each wing comprising not less than seven members, duly approved by the Central Governing Body.
- 6.2.3. Each convening committee shall compile by-laws for the respective wing, with consensus, in conformity with this constitution. Such by-laws shall be submitted to CEC for approval and notification. In case of disagreement within convening committee SG shall appoint a member of the CEC for deliberation and reconciliation.
- 6.2.4. By-laws shall state following,
 - a. Membership specifications
 - b. Membership fees⁴⁵
 - c. Structure and designations (nominated and elected office holders in the Working Committees)
 - d. Manner of Elections (conducted by FedEC); in conformity with the constitutional provisions.
 - e. Principles and method for the first time nominations to the Working Committees
 - f. Functions and Powers of Working Committees and office bearers
 - g. Method of amendments in the By-laws

⁴⁴ Working Committee of each tier of the wing

⁴⁵ All wings to decide about an extra fees like Rs. 50/month from Lawyers and Doctors

- 6.2.5. Once By-Laws are approved and notified by the CEC⁴⁶ and deposited with FedEC⁴⁷, Convening Committees shall stand dissolved.

6.3. Sectors

- 6.3.1. Sectors shall be coordinated/organised by appointed Sectoral Secretaries at all tiers; in addition to the Sectors mentioned herein, CEC can identify and approve additional sectors to be organised in the prescribed manner.
- 6.3.2. Sectoral Secretaries shall in turn form consultative bodies called 'Boards⁴⁸' at own tiers; appointing representative individuals from the relevant sector; provided boards are approved by the respective executive committees; such boards shall work through 'collective decision making'.
- 6.3.3. Each board at the central tier shall compile by-laws for the sector entailing divisions, action committees, designations and functions; such by-laws and board appointments, after CEC approval, shall be deposited with Party Management Cell.
- 6.3.4. Sectoral Boards may form any number of 'divisions', 'branches', 'Chapters' or 'Action Committees' for sub-sectoral organisation as per the by-laws compiled by the Central Boards.
- 6.3.5. Each Sectoral Board shall help form sectoral party policy; disseminate the same effectively across the sector; shall provide feed back to the party, on the sentiment and the level of delivery of services.
- 6.3.6. Any sector which, at any time in the future, is able to follow provisions for the wings, can be elevated to the wing level by CEC approval.
- 6.3.7. Party Federal Election Commission will pre-qualify such candidates for appointment as sectoral secretary, as per the specific criteria stated herein.
- 6.3.8. At the center: nomination for the sectoral secretaries shall be made by the SG with the consent of the Chairman; after approval by the majority vote of the CEC, SG shall notify the same.
- 6.3.9. At the lower tiers; nomination for the sectoral secretaries shall be made by the GS with the consent of the president of the executive committee; after approval by the majority vote of the relevant executive committee, GS shall notify the same.
- 6.3.10. Once notified, they will have full right to vote as members of the executive committee.

⁴⁶ central executive committee

⁴⁷ Federal Election Commission

⁴⁸ like Kissan Board, Engineers Board, Teachers Board

7. Non-constituency political cadre

7.1. Following office holders shall not be allowed to develop constituencies and run for the elections during their tenure or in the elections immediately following their tenure. However, they along with all other party officials⁴⁹ working in party offices, shall be given weighted advantage to be selected as candidates for the Senate of Pakistan, Governors, special assistants to the PM/CM, advisor to PM/CM, heads of the government committees and departments; as per rules.

7.1.1. The Secretary General at the centre

7.1.2. Provincial Presidents

7.1.3. Divisional Presidents

7.2. Sunset Clause⁵⁰

7.2.1. The bar on the above mentioned office holders shall remain suspended until the first internal party elections are held under this constitution.

8. Party Management Cell (PMC)

8.1. A Party Management Cell shall be established in the central secretariat of the party and it shall act as the information hub for the party; shall collect data through input from office holders, and through conducting electronic/manual surveys from members/office holders; shall prepare evaluation reports by analysing data for all party organisations/office holders; shall prepare evaluation reports for the status of the good governance in each government department.

8.2. Secretary General shall appoint a Director and other salaried technical and non-technical staff as considered appropriate for the smooth and effective operation.

8.3. The Cell shall be provided with sufficient space, equipment and resources for the effective running of the office.

8.4. PMC shall develop and manage, user friendly and secure, software to run party electronically (Effective Communication, notifications, circulars) and endeavour to make party work in paperless mode.

8.5. PMC shall run training workshops for the office holders to make them proficient in using party management software.

8.6. PMC shall maintain party website (hardware and software) in close collaboration with party Social media cell, who shall provide the content.

8.7. PMC shall keep updated record of all party office holders in all party organisations and maintain the same on the party website.

⁴⁹ including nominated positions such as administrative, policy and planning and sectoral secretaries and members of Think tanks, action committees, Central Media and Information Council members and various other sub-organisations.

⁵⁰Waiver is given to roll on the organisational process with continuity

- 8.8. PMC shall be responsible to preserve and manage data as it is generated during the course of the party work and provide the information to the members transparently.
- 8.9. PMC shall have access to the membership register/database held by FedEC⁵¹ for management and analytic reports.
- 8.10. PMC shall maintain and utilise Constituency Management Software (CMS) ; shall deploy field teams for each constituency prior and during the election⁵² to evaluate, strategise and effectively deploy the software.
- 8.11. PMC shall provide assistance to the FedEC, Good Governance Committees, department of education and training, Think Tanks on research and policy development and information / social media departments and all such persons and organisation as required by the Secretary General.

8.12. Evaluation Reports

- 8.12.1. Primary function of the PMC shall be the preparation of evaluation reports on members, office holders, organisations⁵³, sub-organisations⁵⁴, political events⁵⁵ and government departments.
- 8.12.2. Evaluation of members shall determine 'stars' for each member; and shall include following parameters;
 - a. Taking Up of online training courses/lectures and participation in training workshops
 - b. Providing feed back to the party through surveys conducted by the PMC
 - c. Penalties incurred for Disciplinary violations shall count as negative credits
- 8.12.3. Evaluation of Office holders and organisations shall include (but not limited to) following parameters;
 - a. Membership volume and quality⁵⁶ against the national/provincial/ local average
 - b. Completion of the organisation (own tier and lower tiers)
 - c. Activity Level (Organisational⁵⁷, Political and Training events)

⁵¹ Federal Election Commission

⁵² By-election or general elections

⁵³ Executive Committees at all tiers

⁵⁴ like Wings/working committees/think tanks/action committee , task forces and boards such as parliamentary board

⁵⁵ Jalsa, rallies, high profile visits and receptions

⁵⁶ Percentage of star members

⁵⁷ Consultative meetings

- d. Satisfaction surveys conducted through members and lower and upper tier organisations⁵⁸
 - e. Smooth functioning of the offices/organisations (lack of disciplinary violations and status of collective decision making)
 - f. Achievement of Primary/specific functions of each organisation⁵⁹ as outlined in the constitution or set by SG/CEC
- 8.12.4. Service delivery of government ministries and departments
- a. Satisfaction surveys conducted through public, party members and relevant organisations/action committees/task forces for the purpose.

9. Conflict of interest (COI)

1. Conflict of interest (COI) amounts to a situation where the office holders, their spouses, first-degree⁶⁰ or second-degree⁶¹ relatives can or are perceived⁶² to gain politically or financially as a consequence of any decision.
2. COI situations comprise (but not limited to) following instances;
 - 2.1. Award of tickets
 - 2.2. Nominations to party offices
 - 2.3. Award of contracts
3. All office holders⁶³ shall disclose any COI before taking part in any deliberation or before exercising any decision making authority; and shall recuse⁶⁴ themselves from such instances⁶⁵. Failure in such disclosure or recusal shall amount to disciplinary violation and attract penalties specified in the article on Discipline.

⁵⁸ Each organisation shall participate in surveys for lower and upper tier organisations

⁵⁹ Executive Committees, working committees, Parliamentary boards, sectoral boards, think tanks, action committees and task forces

⁶⁰ children, siblings and parents, including those of spouse

⁶¹ grandparents, grandchildren, uncles, aunts, nephews, nieces, and half-siblings, including those of spouse

⁶² loss of impartiality of the office holder

⁶³ Members of executive/working/think tanks/action committee or boards

⁶⁴ Withdraw from deliberations or decision-making involving COI

⁶⁵ deliberations or decisions involving COI

VI. Organisational Structure and Functions

1. Central Organisations

There shall be a Central Organisation for the entire country including overseas Pakistanis comprising the Core Committee (CC), Central Executive Committee (CEC) and the National Council (NC).

1.1. The Core Committee (CC)

- 1.1.1. The core committee shall be headed by the Chairman (the Leader).
- 1.1.2. The Chairman shall nominate 16 permanent members from amongst national and provincial parliamentary party members or Ticket holders.
- 1.1.3. In addition to the above, the Chairman shall nominate 4 more permanent members from among the leaders of the party who do not fall in categories mentioned in 1.1.2.
- 1.1.4. The Chairman may nominate one of the members as Secretary of the CC.
- 1.1.5. The Chairman may invite subject matter experts to assist the core committee.

f. Functions

- f.1. Primary function of CC is to provide quality consultation, analysis and recommendation on the current national and international economic and political issues to the Chairman.
- f.2. The Secretary of CC shall prepare convene and conduct meeting as directed by the Chairman; shall compile the agenda items as directed by the Chairman; shall transmit minutes of the meetings to CEC members through Party Management Cell (PMC).

1.2. The Central Executive Committee (CEC)

CEC (Total 62)

1. The Chairman	15. Central Secretary Economic Affairs ⁷²
2. Vice Chairman ⁶⁶	16. Central Secretary Good Governance ⁷³
3. Secretary General (Winning Panel)	17. Central Secretary Geo-politics ⁷⁴
4. President ⁶⁷	18. Central Secretary Planning & Development ⁷⁵
5. Senior Vice President	<u>Organisational</u>
6. Vice President X 4	19. Secretary OIC ⁷⁶
7. Additional Secretary General (Winning Panel)	20. OIC delegates x 2
8. Deputy Secretary General (one from each Province ⁶⁸ x 6 (Winning Panel)	21. Provincial Presidents x 6 ⁷⁷
9. Joint Secretaries x 12 (2 from each Province) (Winning Panel)	<u>Sectoral</u>
10. Joint Secretaries ⁶⁹ x 2 (Losing Panel 35%)	22. Central President Labour Wing
11. Joint Secretary ⁷⁰ x 1 (Losing Panel 20%)	23. Central President Women Wing
<u>Administrative</u>	24. Central President Youth Wing
12. Central Secretary Finance	25. Central President Minority Wing
13. Central Secretary Information ⁷¹	26. Central President Insaf Doctors forum
<u>Policy & Planning</u>	27. Central President Insaf Lawyers Forum
14. Deputy Secretary General Education and training	28. Central President Insaf Students Federation
	29. Central Secretary Religious Affairs
	30. Central Secretary Industries
	31. Central Secretary Engineers
	32. Central Secretary Teachers
	 Continued

⁶⁶ May be appointed by the Chairman

⁶⁷ President and Vice Presidents May be appointed by the Chairman

⁶⁸ Including AJK and GB

⁶⁹ any losing panel securing 35% of the total cast votes shall nominate 2 persons as Joint secretaries, in addition to the above

⁷⁰ any losing panel securing 20% of the total cast votes shall nominate 1 persons as Joint secretaries, in addition to the above

⁷¹ (Spokesperson, Social Media, Print, Marketing)

⁷² Policy Development on Finance, Revenue, Monetary Policy, industry, Trade, Commerce, Investment, Excise and Taxation

⁷³ Policy Development on Health, Education, Interior (Police, Nadra, Narcotic Control), Land Revenue, Local Government, Works and Housing, Communication and Transport, Environment (Forestry, Wild Life and Fisheries)

⁷⁴ Policy Development on National Power and regional power dynamics, Defence, Defence Production, Foreign Affairs, Kashmir Affairs

⁷⁵ Policy Development on Energy, Water, Food Security, Agriculture, Livestock, Cooperatives, Textile, Climate Change

⁷⁶ Organisation of International Chapters

⁷⁷ Four provinces plus AJK and GB

33. Central Secretary Welfare 34. Central Secretary Sports and Culture	35. Central Secretary Traders 36. Central Secretary Kissan
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f. Functions

f.1. The PRIMARY function of the CEC is to give political vision/direction to the party⁷⁸ through its apex executive role and to approve party policy.

f.2. Following shall form the **Governing Body of the CEC**;

- | | |
|--------------------------------|---|
| 1. Chairman | 5. Additional Secretary General |
| 2. Secretary General | 6. Deputy Secretary General X 6
(one from each province) |
| 3. Vice Chairman ⁷⁹ | 7. Central Secretary Finance |
| 4. President ⁸⁰ | 8. Central Secretary Information |

f.3. The governing body shall meet as frequently as required; shall be responsible for the administrative⁸¹ functioning of the party and act as the implementation arm of the CEC; shall invite any number of CEC members to any meeting of the Governing Body for relevant issues.

f.4. Party SG shall convene and conduct CEC meetings at an interval not longer than 2 months, with the approval of the Chairman; may review decisions taken by the Governing Body.

f.5. CEC decisions may only be reviewed by the National Council, requisitioned by one-third of the National Council membership.

f.6. In the absence of the Chairman, SG shall preside the CEC meetings.

f.7. Agenda items for each meeting shall be set by the SG with the approval of the Chairman. Any other member of CEC may request SG for an item to be placed on the agenda.

f.8. SG shall circulate the agenda among the members of the CEC, not later than three calendar days before the meeting

f.9. Agenda items may include but not limited to the following,

f.9.(1) Specific Policy guidelines for any or all tiers/organisations in administrative and political matters

f.9.(2) Topical political issues and campaigns⁸² and resolutions

⁷⁸ CEC decisions are binding on all organisations of the party

⁷⁹ if appointed by the Chairman

⁸⁰ if appointed by the Chairman

⁸¹ Like nominations

⁸² Including Election campaigns

- f.9.(3) Parliamentary Party's legislative performance, and legislation proposals prepared by the party think tanks
- f.9.(4) Appointments, nominations and any other administrative decisions taken by the Governing Body
- f.9.(5) CFB⁸³ reports and party budget
- f.9.(6) Evaluation and performance reports from all subordinate organisations including wings
- f.9.(7) Membership status in various geographical areas
- f.9.(8) Policy papers presented by subject specialist think tanks
- f.9.(9) Development and implementation of party manifesto
- f.9.(10) Sectoral reports by Secretary Good Governance
- f.9.(11) Direction and sectoral evaluation of government and remedial measures
- f.9.(12) Reports, plan and calendar of events by the Additional SG education & Training.
- f.9.(13) Constitutional violations and remedial measures
- f.9.(14) New joining as per in the relevant article
- f.9.(15) Other functions stated elsewhere

⁸³ Central Finance Board

1.3. The National Council (NC)

NC

1. The Chairman 2. Secretary General (Winning Panel) 3. Vice Chairman ⁸⁴ 4. President 5. Senior Vice President 6. Vice President X 4 7. Additional Secretary General (Winning Panel) 8. Deputy Secretary General (one from each Province ⁸⁵ x 6 (Winning Panel) 9. Joint Secretaries x 12 (2 from each Province) (Winning Panel) 10. Joint Secretaries ⁸⁶ x 4 (Losing Panel 35%) 11. Joint Secretary ⁸⁷ x 2 (Losing Panel 20%) <u>Administrative</u> 12. Central Secretary Finance 13. Central Secretary Information ⁸⁸ <u>Policy & Planning</u> 14. Deputy Secretary General Education and training 15. Central Secretary Economic Affairs ⁸⁹ 16. Central Secretary Good Governance ⁹⁰ 17. Central Secretary Geo-politics ⁹¹ 18. Central Secretary Planning & Development ⁹² <u>Organisational</u> 19. Secretary OIC 20. OIC delegates x 2	21. Provincial Presidents x 6 22. President ICT ⁹³ <u>Sectoral</u> 23. President Provincial Labour Wing 24. President Central Women Wing 25. President Central Youth Wing 26. President Central Minority Wing 27. President Central Insaf Doctors forum 28. President Central Insaf Lawyers Forum 29. President Central Insaf Students Federation 30. Central Secretary Religious Affairs 31. Central Secretary Industries 32. Central Secretary Engineers 33. Central Secretary Teachers 34. Central Secretary Welfare 35. Central Secretary Sports and Culture 36. Central Secretary Traders 37. Central Secretary Kissan 38. All MNAs, Senators and NA Ticket holders 39. All Provincial Executive Committees 40. All Divisional wing Presidents 41. All District PresideFunctions 42. All District PresidentsContinued
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⁸⁴ To be appointed by the Chairman

⁸⁵ Including AJK and GB

⁸⁶ any losing panel securing 35% of the total cast votes shall nominate 4 persons as Joint secretaries, in addition to the above

⁸⁷ any losing panel securing 20% of the total cast votes shall nominate 2 persons as Joint secretaries, in addition to the above

⁸⁸ (Spokesperson, Social Media, Print, Marketing)

⁸⁹ Policy Development on Finance, Revenue, Monetary Policy, industry, Trade, Commerce, Investment, Excise and Taxation

⁹⁰ Policy Development on Health, Education, Interior (Police, Nadra , Narcotic Control), Land Revenue, Local Government, Works and Housing, Communication and Transport, Environment (Forestry, Wild Life and Fisheries))

⁹¹ Policy Development on National Power and regional power dynamics, Defence, Defence Production, Foreign Affairs, Kashmir Affairs

⁹² Policy Development on Energy, Water, Food Security, Agriculture, Livestock, Cooperatives, Textile, Climate Change

⁹³ Islamabad Capital Authority

43.10 nominated members from among technocrats ⁹⁴	44. 10 nominated from among senior party leaders not falling in categories mentioned above
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f. Functions

- f.1. The Primary Function of the National Council is to hold 'Annual National Conference'; SG shall convene and conduct this 'Annual National Conference' in the first weekend of every November.
- f.2. The Chairman shall preside over the Annual National Conference.
- f.3. The Annual National Conference shall comprise at least four half day sessions.
- f.4. SG shall appoint a convening committee comprising at least seven members, not later than three months before the conference, to make preparations⁹⁵ for the Annual Conference.
- f.5. In the first session, the SG shall present 'Annual Report' to the Conference apprising members of the achievements and shortcomings of the party, in relation to the party's objectives set out in the previous annual conference and party manifesto, followed by open, but structured, debate on the report by the delegates.
- f.6. Central Secretaries may present their evaluation reports or policy papers.
- f.7. Government Ministers may present appraisals of their ministries.
- f.8. The Annual Conference shall conclude with the Chairman's address who will give his vision for the next year and prioritise political aims and objectives.
- f.9. In addition to the Annual Conference, extraordinary sessions could be summoned by SG with the approval of the Chairman, or on the requisition of one-third of the membership. In such sessions, only the items on the requisition shall be discussed.
- f.10. National Council may review and reject any decision taken by CEC by a two-third majority of the quorum.

⁹⁴ Professional with post graduate degrees in humanities and science

⁹⁵ Topics, format, key speakers, logistics

2. Provincial

There will be a Provincial Organisation in each Province and one each for Quasi-Provincial areas of Azad Jammu & Kashmir (AJK) and Gilgit Baltistan (GB).

2.1. Provincial Executive Committee (PEC)

PEC

1. President (Winning Panel)	15. Provincial Secretary Good Governance ¹⁰³
2. Leader of the House ⁹⁶	
3. Senior Vice President (Winning Panel)	<u>Organisational</u>
4. Vice Presidents x 2	16. Divisional Presidents (3-9)
	<u>Sectoral</u>
5. General Secretary (Winning Panel)	17. President Provincial Labour Wing
6. Additional General Secretary (Winning Panel)	18. President Provincial Women Wing
7. Deputy General Secretary ⁹⁷ (one from each Division) no = 3-9 (Winning Panel)	19. President Provincial Youth Wing
8. Joint Secretary x 2 (Winning Panel)	20. President Provincial Minority Wing
9. Joint Secretary x 2 ⁹⁸ (Losing Panel 35%)	21. President Provincial Insaf Doctors forum
10. Joint Secretary ⁹⁹ (Losing Panel 20%)	22. President Provincial Insaf Lawyers Forum
	23. President Provincial Insaf Students Federation
<u>Administrative</u>	24. Provincial Secretary Religious Affairs
11. Provincial Secretary Finance	25. Provincial Secretary Industries
12. Provincial Secretary Information ¹⁰⁰	26. Provincial Secretary Engineers
1. Provincial Secretary Education & Training	27. Provincial Secretary Teachers
	28. Provincial Secretary Welfare
<u>Policy and planning</u>	29. Provincial Secretary Sports and Culture
13. Provincial Secretary Economic Affairs ¹⁰¹	30. Provincial Secretary Traders
14. Provincial Secretary Planning & Development ¹⁰²	31. Provincial Secretary Kissan

⁹⁶ Chief Minister in case of party government, otherwise leader of the parliamentary party

⁹⁷ Punjab=9, KPK=9, Balochistan=7, Sindh=6, AJK=3, GB=2

⁹⁸ Any losing panel securing 35% of the total cast votes shall nominate these 2 joint secretaries.

⁹⁹ Any losing panel securing 20% of the total cast votes shall nominate one joint secretary.

¹⁰⁰ (Spokesperson, Social Media, Print, Marketing)

¹⁰¹ Policy Development on Finance, Revenue, Monetary Policy, industry, Trade, Commerce, Investment, Excise and Taxation

¹⁰² Policy Development on Energy, Water, Food Security, Agriculture, Livestock, Cooperatives, Textile, Climate Change

¹⁰³ Policy Development on Health, Education, Interior (Police, Nadra, Narcotic Control), Land Revenue, Local Government, Works and Housing, Communication and Transport, Environment (Forestry, Wild Life and Fisheries))

f. Functions

f.1. Primary function of the PEC is to follow policy, vision, decisions and strategy as directed by the CEC, from time to time; and supervision of the organisation at lower tiers.

f.2. Following shall form the **Governing Body of the PEC**;

- | | |
|---------------------------------|---------------------------------|
| 1. President | 6. Deputy General Secretaries X |
| 2. Senior Vice President | avg. 7 (one from each |
| 3. Vice Presidents X 2 | Division) |
| 4. General Secretary | 7. Secretary Finance |
| 5. Additional General Secretary | 8. Secretary Information |

f.3. The governing body shall meet as frequently as required; shall be responsible for the administrative functioning of the party and act as the implementation arm of the PEC; shall invite any number of PEC members to any meeting of the Governing Body for relevant issues.

f.4. General Secretary shall convene and conduct PEC meetings at an interval not longer than 2 months, with the approval of the President.

f.5. PEC decisions may be reviewed by Provincial Council, and CEC.

f.6. In the absence of the provincial president, senior vice president shall preside the PEC meetings.

f.7. Agenda items for each meeting shall be set by the provincial GS with the approval of the provincial president. Any other member of PEC may request provincial GS for an item to be placed on the agenda.

f.8. Provincial GS shall circulate the agenda among the members of the PEC, not longer than three calendar days before the meeting.

f.9. Agenda items may include but not limiting to,

- f.9.(1) Implementation of CEC policy and guidelines
- f.9.(2) Specific directions and guidelines for the lower tiers
- f.9.(3) Topical political issues and campaigns¹⁰⁴ and resolutions
- f.9.(4) Parliamentary Party's legislative performance in provincial assembly, and legislation proposals prepared by the party think tanks
- f.9.(5) Appointments, nominations and any other administrative decisions taken by the Governing Body
- f.9.(6) Provincial finance board's reports and provincial party budget.
- f.9.(7) Evaluation and performance reports from all sister organisations including wings
- f.9.(8) Membership status in various geographical areas

¹⁰⁴ Including Election campaigns

- f.9.(9) Policy papers presented by subject specialist think tanks
- f.9.(10) Development and implementation of party manifesto
- f.9.(11) Sectoral reports by Secretary Good Governance
- f.9.(12) Direction and sectoral evaluation of government and remedial measures
- f.9.(13) Reports, plan and calendar of events by the Secretary education & Training.
- f.9.(14) Any constitutional violations and remedial measures
- f.9.(15) Any new joining as per in the relevant article
- f.9.(16) Any other functions stated elsewhere

2.1. Provincial Council (PC)

Provincial Council

1. President (Winning Panel)	<u>Sectoral</u>
2. Leader of the House ¹⁰⁵	18. President Provincial Labour Wing
3. Senior Vice President (Winning Panel)	19. President Provincial Women Wing
4. Vice President X 2 (Winning Panel)	20. President Provincial Youth Wing
5. General Secretary (Winning Panel)	21. President Provincial Minority Wing
6. Additional General Secretary (Winning Panel)	22. President Provincial Insaf Doctors forum
7. Deputy General Secretary ¹⁰⁶ (one from each Division) no = 3-9 (Winning Panel)	23. President Provincial Insaf Lawyers Forum
8. Joint Secretary x 2 (Winner Panel)	24. President Provincial Insaf Students Federation
9. Joint Secretary x 2 ¹⁰⁷ (Losing Panel 35%)	25. Provincial Secretary Religious Affairs
10. Joint Secretary ¹⁰⁸ (Losing Panel 20%)	26. Provincial Secretary Industries
<u>Administrative</u>	27. Provincial Secretary Engineers
11. Provincial Secretary Finance	28. Provincial Secretary Teachers
12. Provincial Secretary Information	29. Provincial Secretary Welfare
13. Provincial Secretary Education & Training	30. Provincial Secretary Sports and Culture
<u>Policy and Planning</u>	31. Provincial Secretary Traders
14. Provincial Secretary Economic Affairs ¹⁰⁹	32. Provincial Secretary Kissan
15. Provincial Secretary Planning & Development	33. Senators ¹¹⁰
16. Provincial Secretary Good Governance	34. All MPAs and Provincial Ticket Holders ¹¹¹
<u>Organisational</u>	35. District Presidents and General Secretaries
17. Divisional Presidents (3-9)	36. District Wing Presidents
	37. Tehsil Presidents

¹⁰⁵ Chief Minister in case of party government, otherwise leader of the parliamentary party

¹⁰⁶ Punjab=9, KPK=9, Balochistan=7, Sindh=6, AJK=3, GB=2

¹⁰⁷ Any losing panel securing 35% of the total cast votes shall nominate these in addition to the above

¹⁰⁸ Any losing panel securing 20% of the total cast votes shall nominate these in addition to the above

¹⁰⁹ Finance , Industry, Trade, Commerce and investment policy development

¹¹⁰ All senators of the province

¹¹¹ Ticket holders of the last general elections or any by-election thereafter

f. Functions

- f.1. Primary function of the PC is to conduct 'Annual Provincial Conference'. Provincial GS shall convene and conduct Annual Provincial Conference' in the first weekend of every December.
- f.2. The Provincial President shall preside over the Provincial Conference.
- f.3. The Provincial Conference shall comprise half day sessions not less than Three.
- f.4. Provincial GS shall appoint a convening committee comprising at least three members, not later than three months before the conference, to make preparations¹¹² for the Annual Conference.
- f.5. In the first session, the Provincial GS shall present 'Annual Report' to the Conference apprising of the achievements and shortcomings of the provincial party, in relation to the party's objectives set out in the previous Provincial Conference and by the CEC, followed by open, but structured, debate on the report by the delegates.
- f.6. Provincial Secretaries may present their evaluation reports or policy papers.
- f.7. Provincial Ministers may present appraisals of their ministries.
- f.8. The Provincial Conference shall conclude with the Provincial Presidential address who will prioritise political aims and objectives for the ensuing year.
- f.9. In addition to the Provincial Conference, extra-ordinary sessions could be summoned by Provincial GS with the approval of the President, or on the requisition of ten percent of the membership. In such sessions, only the items on the requisition shall be discussed.
- f.10. Provincial Council, being the supreme decision making body of the party in the province, can ratify, review and reject any decision taken by PEC.

¹¹² Topics, format, key speakers, logistics

3. Divisional Organisations

- 3.1. There will be an Organisation for each division excluding urban areas of Provincial Capital Cities (Metropolitan Corporation).
- 3.2. Each provincial Capital City and Islamabad Capital City (ICT) shall have a separate organisation of the same status as division, named as 'Capital City Organisation'¹¹³.

3.3. Divisional Executive Committee (Div.EC)

Divisional / Capital City Organisation Executive Committee

1. President (Winning Panel)	16. District Presidents
2. Senior Vice President (Winning Panel)	
3. Vice President X 2 (Winning Panel)	17. President Divisional Labour Wing
4. General Secretary (Winning Panel)	18. President Divisional Women Wing
5. Additional General Secretary (Winner Panel)	19. President Divisional Youth Wing
6. Deputy General Secretary ¹¹⁴ (one from each District) (average no = 4) (Winning Panel)	20. President Divisional Minority Wing
7. Joint Secretary x 2 (Winner Panel)	21. President Divisional Insaf Doctors forum
8. Joint Secretary x 2 ¹¹⁵ (Losing Panel 35%)	22. President Divisional Insaf Lawyers Forum
9. Joint Secretary ¹¹⁶ (Losing Panel 20%)	23. President Divisional Insaf Students Federation
10. Secretary Finance	24. Divisional Secretary Religious Affairs
11. Secretary Information	25. Divisional Secretary Industries
12. Secretary Education & Training	26. Divisional Secretary Engineers
13. Divisional Secretary Good Governance	27. Divisional Secretary Teachers
14. Capital City Mayor ¹¹⁷	28. Divisional Secretary Welfare
15. Elected MNAs ¹¹⁸ and NA Ticket holders	29. Divisional Secretary Sports and Culture
	30. Divisional Secretary Traders
	31. Divisional Secretary Kissan

f. Functions

- f.1. The primary function of the DivEC is to strategise constituency¹¹⁹ politics for National, Provincial assemblies and Local Governments at District and Tehsil levels, maintaining contacts with the party candidates; and plan/groom leaders for future; and to complete organisation at lower tiers.

¹¹³ Followed by the name of the City like 'Capital City Organisation Karachi' etc

¹¹⁴ on average there would be 4 Including City Corporation / and districts (2-5), one for ICT

¹¹⁵ Any losing panel securing 35% or more votes of the total cast votes shall nominate 2 joint secretary,

¹¹⁶ Any losing panel securing 20% or more votes of the total cast votes shall nominate 1 joint secretary

¹¹⁷ Would sit in the respective Capital City Organisation

¹¹⁸ Party MNAs would be on average 9-15

¹¹⁹ National, Provincial, District and Tehsil Councils

f.2. Following shall form the **Governing Body of the DivEC**;

- | | |
|--------------------------|--|
| 1. President | 5. Additional General Secretary |
| 2. Senior Vice President | 6. Deputy General Secretaries X
avg. 4 (one from each District) |
| 3. Vice Presidents X 2 | 7. Secretary Finance |
| 4. General Secretary | 8. Secretary Information |

- f.3. The governing body shall meet as frequently as required; shall be responsible for the administrative functioning of the party and act as the implementation arm of the Div.EC; shall invite any number of Div.EC members to any meeting of the Governing Body for relevant issues.
- f.4. General Secretary shall convene and conduct Div.EC meetings at an interval not longer than 2 months, with the approval of the President.
- f.5. Div EC is the top implementation arm of the party in the Division; and shall work as the hub for driving party agenda at the local tiers; and carry out instructions of the PEC/CEC; and also providing feedback on implementation to the higher tiers.
- f.6. Shall establish and maintain a party office; Divisional president and members of the Div EC, including MNAs, shall apportion a fair amount of time every day, by rotation, to sort out the problems/issues of the common workers at the divisional level.
- f.7. Shall make a duty rota for relevant MNAs and MPAs in the district offices in such a way that at least one elected member assembly¹²⁰ shall give half day in the designated district office; and shall get reports of the same from the DEC and post to Party Management Cell; and shall report any non complying member to the SG.
- f.8. Div EC may request central finance board for the sanction of own Divisional Finance Board.
- f.9. Divisional Secretary Good Governance shall provide guidance, support and vision to the lower tier counterparts to help improve governance; and compile feedback on governmental service delivery for the higher tiers.
- f.10. Divisional Secretary Education and Training shall strategise training workshops, worker conventions, keynote speakers and literature¹²¹ for the districts, in consultation with the counterparts at the upper and lower tiers.
- f.11. Divisional Secretary information shall effectively communicate party policy with the counterparts at the lower tiers as it evolves. Social Media department head providing leadership for the districts in covering events and issues.

¹²⁰ MNA or MPA

¹²¹ copies of party constitution, manifesto and any other topical literature

- f.12. Divisional Secretary information shall disseminate party message in the media; and electronically report to the Party Management Cell of all the political activities.¹²²
- f.13. Shall make a calendar of visits to the local¹²³ constituencies to meet workers, address corner meetings/workers conventions/training workshops and meeting local notables/candidates¹²⁴.
- f.14. Shall recognise areas of low membership and strategise to improve membership by motivational meetings, local social contacts, inclusivity of demographic realities¹²⁵.
- f.15. Shall strategise Election Campaigns¹²⁶ at national, provincial and Local Government levels.
- f.16. Shall organise visits of the national and provincial leaders/ministers to the districts and facilitating their contacts with the workers.
- f.17. Divisional GS shall convene and conduct at least monthly meetings, with the approval of the Divisional president; and shall compile agenda for the meeting; circulate the same not longer than three days before the meeting.
- f.18. Divisional GS shall electronically¹²⁷ convey minutes-of-the-meetings/decisions/resolutions to the Party Management Cell in three calendar days.

4. District / City District Organisation

- 4.1. There will be an organisation for each district excluding urban areas of Municipal corporations and towns¹²⁸.
- 4.2. Each Municipal Corporation shall have a separate organisation of the same status called 'City District Organisation'.¹²⁹
- 4.3. Each Town in the Metropolitan Corporation shall have a 'Town organisation'.¹³⁰

¹²² press cuttings, pictures, media clips

¹²³ National, Provincial and LG

¹²⁴ any prospective candidates

¹²⁵ Any biraderies and clans that have been ignored

¹²⁶ General and by-election

¹²⁷ email, Party software and WhatsApp

¹²⁸ Only if Town Council exist in the LG law of the Province

¹²⁹ Shall perform dual functions of District and Tehsil

¹³⁰ at par with district and shall perform dual functions of District and Tehsil , if existing in the LG law of the relevant Province

4.4. Each district of Islamabad¹³¹ shall have a 'City District' organisation¹³².

4.5. District Executive Committee

District Executive Committee

1. President (Winning Panel)	16. Tehsil Presidents
2. Senior Vice President (Winning Panel)	
3. Vice President X 2 (Winning Panel)	17. President District Labour Wing
4. General Secretary (Winning Panel)	18. President District Women Wing
5. Additional General Secretary (Winning Panel)	19. President District Youth Wing
6. Deputy General Secretary ¹³³ (one from each Tehsil) (Winner Panel)	20. President District Minority Wing
7. Joint Secretary x 2 (Winning Panel)	21. President District Insaf Doctors forum
8. Joint Secretary x 2 ¹³⁴ (Losing Panel 35%)	22. President District Insaf Lawyers Forum
9. Joint Secretary ¹³⁵ (Losing Panel 20%)	23. President District Insaf Students Federation
10. District Secretary Finance	24. District Secretary Religious Affairs
11. District Secretary Information	25. District Secretary Industries
12. District Secretary Education & Training	26. District Secretary Engineers
13. District Secretary Good Governance	27. District Secretary Teachers
14. Elected District Nazim/ City Mayor ¹³⁶	28. District Secretary Welfare
15. MPAs ¹³⁷ and Provincial Ticket Holders	29. District Secretary Sports and Culture
	30. District Secretary Traders
	31. District Secretary Kissan

¹³¹ ICT divided into two districts East and West, As per Supreme Court's notification no. Decision dated May 24, 2011

¹³² at par with district and shall perform dual functions of district and Tehsil

¹³³ on average there are 3 Tehsils (2-5)

¹³⁴ Any losing panel securing 35% or more votes shall nominate 2 joint secretary

¹³⁵ Any losing panel securing 20-35% votes shall nominate 1 joint secretary

¹³⁶ As per LG law of the province, District Nazim/Chairman for the Rural and City Mayor for the corporation

¹³⁷ Party elected MPAs

f. Functions

f.1. The Primary functions of the DEC is to maximise Good Governance at the level of the district and strategise membership drive.

f.2. Following shall form the Governing Body of the DEC;

- | | |
|--------------------------|---|
| 1. President | 5. Additional General Secretary |
| 2. Senior Vice President | 6. Deputy General Secretaries
(one from each Tehsil) |
| 3. Vice Presidents X 2 | 7. Secretary Finance |
| 4. General Secretary | 8. Secretary Information |

f.3. The governing body shall meet as frequently as required; shall be responsible for the administrative functioning of the party and act as the implementation arm of the DEC; shall invite any number of DEC members to any meeting of the Governing Body for relevant issues.

f.4. General Secretary shall convene and conduct DEC meetings at an interval not longer than 2 months, with the approval of the President.

f.5. Shall act as the main arm of the party to provide feedback in all areas of service delivery; and to complete organisation at lower tiers.

f.6. DEC members shall establish a party office on self help basis; apportion a fair amount of time for the workers and ordinary people to help resolve their issues/problems; and host elected assembly members as rostered by the Divisional EC.

f.7. DEC may request CFB to establish own Finance Board.

f.8. District Secretary Good Governance shall form action committees for each government department¹³⁸ with special emphasis on Health, Education, Police and Revenue department; who shall not only facilitate ordinary people but monitor, analyse, prepare reports about strengths and shortcomings of each department; send the same to the party management cell for onward distribution¹³⁹ and building factual picture on governance.

f.9. DEC shall identify areas in the district with low membership and strategise to approach local population by being sensitive to the demographics¹⁴⁰ of the area; and arranging organising individual visits and corner meetings.

f.10. District Secretary Education and Training shall help divisional counterparts in organising training workshops, workers conventions and supply party literature to the lower organisations.

¹³⁸ provincial and federal

¹³⁹ to the required senior leaders

¹⁴⁰ tribes, biraderies, ethnicities

- f.11. District Secretary information shall make effective use of Social Media department covering all kind of political and educational activities.
- f.12. District Secretary Sports and culture shall represent/participate/organise in local cultural¹⁴¹ and sports events.
- f.13. DEC shall keep an updated hard copy of the membership register; and minutes-of-the-meeting and attendance register.
- f.14. DEC shall run the campaign of the PTI ticket holder(s) for their respective constituencies.
- f.15. District GS shall convene and conduct DEC meetings with the approval of the District President; at intervals not longer than one month; and send reports to the party management cell.
- f.16. Sectoral Secretaries to organise awareness and training seminars/workshops in their respective sectors.

5. Tehsil/Taulka/Cantonment Board/Municipal Committee Organisation

- 5.1. There will be a an Organisation for each Tehsil or Taulka excluding urban areas of cantonment boards and Municipal Committees.
- 5.2. Each Cantonment Board and Municipal Committee shall have a separate organisation of the same status.

5.3. Tehsil Executive Committee

Tehsil/Taulka/Cantonment Board/MC Executive Committee

1. President (Winning Panel)	15. Elected Tehsil Nazim / Mayor / Chairman MC / Chairman Cantonment Board
2. Senior Vice President (Winning Panel)	16. President Tehsil Labour Wing
3. Vice President X 2 (Winning Panel)	17. President Tehsil Women Wing
4. General Secretary (Winning Panel)	18. President Tehsil Youth Wing
5. Additional General Secretary (Winning Panel)	19. President Tehsil Minority Wing
6. Deputy General Secretary X 2 (Winning Panel)	20. President Tehsil Insaf Students Federation
7. Joint Secretary x 2 (Winning Panel)	21. Secretary Tehsil Religious Affairs
8. Joint Secretary x 2 ¹⁴² (Losing Panel 35%)	22. Secretary Tehsil Teachers
9. Joint Secretary ¹⁴³ (Losing Panel 20%)	23. Secretary Tehsil Welfare
10. Secretary Finance	24. Secretary Tehsil Sports and Culture
11. Secretary Information	25. Secretary Tehsil Traders
12. Secretary Education & Training	26. Secretary Tehsil Tehsil Kissan
13. Secretary Good Governance	
14. Tehsil Secretary Membership	

¹⁴¹ including melas and Urs

¹⁴² Any losing panel securing 35% or more votes shall nominate 2 joint secretaries

¹⁴³ Any losing panel securing 20-35% votes shall nominate 1 joint secretary

f. Functions

f.1. The primary functions of the Tehsil organisation is to strategise Ward/UC constituency politics, groom local leaders; and maximise good governance of municipal services.

f.2. Following shall form the Governing Body of the TEC;

- | | |
|---------------------------------|-----------------------------------|
| 1. President | 6. Deputy General Secretaries X 2 |
| 2. Senior Vice President | 7. Secretary Membership |
| 3. Vice Presidents X 2 | 8. Secretary Finance |
| 4. General Secretary | 9. Secretary Information |
| 5. Additional General Secretary | |

f.3. The governing body shall meet as frequently as required; shall be responsible for the administrative functioning of the party and act as the implementation arm of the TEC; shall invite any number of TEC members to any meeting of the Governing Body for relevant issues.

f.4. General Secretary shall convene and conduct TEC meetings at an interval not longer than 2 months, with the approval of the President.

f.5. Shall evaluate & monitor the performance of Local Governments; prepare reports with solutions to the local municipal services; and to complete organisation at lower tiers.

f.6. TEC shall guide, supervise and evaluate the work¹⁴⁴ of the lower tier executive committees¹⁴⁵.

f.7. TEC shall establish action committees under TEC secretary good governance for functions such as: solid waste disposal, sewage, drinking water supply, street lights, roads, parks, sports facilities, encroachments, cattle markets, fruit and vegetable markets, primary education and other civic amenities.

f.8. TEC shall review reports of the above mentioned action committees and make representation to the local and provincial elected leaders for remedial measures.

f.9. TEC shall hold walks, seminars and workshops to create awareness about civic amenities.

f.10. Tehsil GS shall convene and conduct TEC meetings with the approval of the Tehsil President; at intervals not longer than one month; and send reports to the party management cell.

¹⁴⁴ Establishment of the Primary Organisations, membership and polling day preparedness

¹⁴⁵ UC/Ward or Neighbourhood/Village/punchayat in conformity with the LG law of each Province

- f.11. TEC members shall establish a party office on self help basis; keep an update membership register at the office; apportion a fair amount of time for the workers and ordinary people to help resolve their issues/problems.
- f.12. Tehsil Secretary Membership shall supervise and coordinate the work of the lower tier¹⁴⁶ membership secretary.
- f.13. membership secretaries and report to the Party Management Cell.

6. Lower Tier Organisation (LTO)

- 6.1. There shall be an organisation for the lowest tier of the Local Government in conformity with the Local Government Law of each province and as delimited by the Election Commission of Pakistan.
- 6.2. This organisation shall be named in accordance with the nomenclature of the lowest tier¹⁴⁷ of the respective province.

6.1. Lower Tier Executive Committee

(LTOEC)

1. President (Winning Panel)	13. Elected Councillor/Chairman ¹⁵⁰
2. Senior Vice President (Winning Panel)	14. President Labour Wing
3. Vice President X 2 (Winning Panel)	15. President Women Wing
4. General Secretary (Winning Panel)	16. President Youth Wing
5. Additional General Secretary (Winning Panel)	17. President Minority Wing
6. Deputy General Secretary X 2 (Winning Panel)	18. Secretary Religious Affairs
7. Joint Secretary x 2 (Winning Panel)	19. Secretary Welfare
8. Joint Secretary x 2 ¹⁴⁸ (Losing Panel 35%)	20. Secretary Sports and Culture
9. Joint Secretary ¹⁴⁹ (Losing Panel 20%)	21. Secretary Traders
10. Secretary Finance	22. Secretary Kissan
11. Secretary Information	
12. Secretary Membership	

f. Functions

- f.1. Primary function of LTOEC is two fold; establishment of all Insaf Local Committees in its area; and Polling Day Preparedness.¹⁵¹
- f.2. Following shall form the Governing Body of the LTOEC;

1. President

2. Senior Vice President

¹⁴⁶ UC/Ward or Neighbourhood/Village/punchayat in conformity with the LG law of each Province

¹⁴⁷ Ward/UC if exists, Neighbourhood/Village/Panchayat if exist in the LG Law of the Province

¹⁴⁸ Any losing panel securing 35% or more of the cast votes shall nominate 2 joint secretaries

¹⁴⁹ Any losing panel securing 20-35% of the cast votes shall nominate 1 joint secretary

¹⁵⁰ Councilor in case of ward and Chairman in case of Union Council

¹⁵¹ Polling agents and election teams

- | | |
|-----------------------------------|--------------------------|
| 3. Vice Presidents X 2 | 7. Secretary Membership |
| 4. General Secretary | 8. Secretary Finance |
| 5. Additional General Secretary | 9. Secretary Information |
| 6. Deputy General Secretaries X 2 | |

- f.3. The governing body shall meet as frequently as required; shall be responsible for the administrative functioning of the party and act as the implementation arm of the LTOEC; shall invite any number of LTOEC members to any meeting of the Governing Body for relevant issues.
- f.4. General Secretary shall convene and conduct LTOEC meetings at an interval not longer than 1 month, with the approval of the President; and send the minutes-of-the-meeting along with the images, decisions and resolutions to the Party Management Cell.
- f.5. Shall identify block codes with nil or very low membership; plan and run membership campaigns in identified target areas by home visits, social contacts, distributing party literature and corner meetings.
- f.6. Secretary membership shall maintain an ECP voters list; and an updated membership register.
- f.7. Secretary membership shall update voters lists showing dead and overseas people; shall help new people in the area to transfer vote and help procure CNIC¹⁵²; furthermore convey all this information to the Tehsil Secretary Membership and Party Management Cell.
- f.8. Shall clearly identify and familiarise with polling stations for general and LG¹⁵³ elections.
- f.9. Shall have a polling day management plan; train polling agents in sufficient numbers; form polling camp team; teams to mobilise voters.
- f.10. Shall provide welcome packages for new members; organise receptions for the new members.
- f.11. Shall maintain an office on self help basis; may it be a 'Baithak' or a shop; signpost the office prominently with a party flag atop; and apportion sufficient time for public complaints and service delivery issues.
- f.12. Shall oversee the work of the Insaf Local Committee¹⁵⁴; and take corrective decisions, if required.

¹⁵² Computerised National Identity Card

¹⁵³ Polling Stations can differ for both elections and thus cause confusion

¹⁵⁴ membership and voter accounting, signposting offices, hosting flags and party symbol stickers over vehicles

7. Insaf Local Committee (Block Code)

- 7.1. There shall be Insaf Local Committee for each Block Code comprising all registered party members.
- 7.2. Office holders shall be appointed by consensus from amongst these registered members by the Governing Body of the Lower Tier Organisation.

Insaf Local Committee

1. President	6. Secretary Membership Labour Wing
2. Senior Vice President	7. Secretary Membership Kissan Wing (In Rural areas)
3. General Secretary	8. Secretary Membership Minorities
4. Secretary Membership Women Wing	9. All party Members
5. Secretary Membership Youth Wing	

Provided Office Bearers of the Wings shall be appointed by the respective wings in the Lower Tier Organisation.

f. Functions

- f.1. Primary function of the ILC is to maintain ECP voter list and membership register in one 'Baithak¹⁵⁵' declared as office; and establish close contacts with the party members.
- f.2. Shall ensure Flag on rooftop of every member; and party symbol on every motorbike and vehicle; and signpost house of the president.
- f.3. Shall account for all voters in the ECP¹⁵⁶ list by home visits; reporting deaths, fake votes and young people reaching voter age.
- f.4. Shall facilitate voters in getting Computerised National Identity Cards (CNIC).
- f.5. ILC Genral Secretary shall visit the home of every new party member for verification¹⁵⁷ and handing over welcome literature pack;¹⁵⁸ and start a relationship of friendship and comradeship.
- f.6. ILC Genral Secretary membership shall communicate all such data to the Party Management Cell as directed.
- f.7. Shall meet at least every two weeks.

¹⁵⁵ Front room or drawing room of house

¹⁵⁶ Election Commission of Pakistan

¹⁵⁷ May be biometric or voice recognition as instructed by Party Management Cell

¹⁵⁸ May contain introductory pamphlet, party symbol stickers and a flag

8. Organisation of the International Chapters (OIC)

- 8.1. OIC shall comprise nominated OIC Secretary representing the office of the Secretary General and the Elected Bodies (EB) representing the Overseas Pakistanis.
- 8.2. Secretary General shall nominate the Secretary OIC for the approval of the Central Executive Committee (CEC).
- 8.3. Federal Election Commission shall nominate a three member Election Commission for each country in consultation with Secretary OIC, referred to as OIC election commission from hereunder.
- 8.4. OIC Election Commission shall notify the returned candidates to Party Management Cell and Federal Election Commission.
- 8.5. FedEC shall be the final appellate authority.
- 8.6. Secretary OIC shall nominate two delegates for Central Executive Committee, in agreement with the heads of the elected OIC chapters, preferably by rotation; in case of failure in reaching such an agreement after a fair attempt, a rotation plan shall be decided upon by the Secretary OIC in consultation with SG.
- 8.7. All elected OIC chapters shall be represented in the national council by one delegate, their heads or their nominees; more incentivised¹⁵⁹ membership could be granted by the approval of the CEC.

f. Functions

- f.1. The OIC secretary shall organise membership and prepare chapters to be eligible for election in all those chapters where elections are not held as yet.
- f.2. OIC Secretary shall not be allowed any remuneration in Cash or Kind (Air tickets, Lodgings or gifts).
- f.3. The functions of the OIC secretary shall include coordinating membership and guide the chapters towards elections.
- f.4. By-Laws shall be drafted by Secretary OIC in consultation with the elected bodies and presented to the CEC for approval.
- f.5. Once elections are held in an overseas chapter, the Elected Body (EB) shall take up the responsibilities in their respective chapters as per the OIC by-laws along with representations at the appropriate forums as given elsewhere in the Constitution.
- f.6. All membership fees and donations for PTI (general or purpose/event specific) shall only be routed through assigned official accounts as provided in the article on Finance (as per policy given on insaf.pk). All other donations or gifts in cash or kind to any PTI leader in person shall be unlawful.
- f.7. Chapters shall be allowed to retain expenditures of the fund raising events.

¹⁵⁹ like one additional member per 1000 paid members

- f.8. All leaders traveling abroad shall arrange PTI receptions/events only through OIC secretary and the Elected Bodies. All other receptions and events through personal contacts and by-passing OIC secretary and Elected bodies are barred and shall be taken as constitutional violation.

VII. Power and Functions of Office Bearers

1. The Central Organisation

1.1. The Chairman

- 1.1.1. The Chairman shall be the Leader¹⁶⁰ of the Party, providing vision, ideological direction and strategy.
- 1.1.2. Shall provide the ideological direction to the party on all issues after extensive deliberations in CEC, National Council and the ideological vanguard. He should make sure that all arms of the party are adhering to such ideological direction.
- 1.1.3. Shall lead the Parliamentary Party, Parliamentary boards, Election Campaign and any other political campaign.
- 1.1.4. May direct Secretary General to take appropriate steps to rally the party behind him on all political issues and election campaign or any other political campaign.
- 1.1.5. Shall be the Chief spokesperson of the party and shall lead party on topical issues in the media. He should nominate spokesperson(s) who shall spell out the party policy on different subjects in the media.
- 1.1.6. Shall ensure that the constitution is being followed at all tiers of the party and may instruct Secretary General to take corrective actions.
- 1.1.7. If sufficiently convinced that any office holder at any tier has violated the Party Constitution, Chairman may direct Secretary General to suspend the person involved and refer the case to the SCAD.
- 1.1.8. Shall determine the political position of the party on current issues after exhaustive consultations in and outside the Core Committee and have it approved by the CEC or National Council.
- 1.1.9. May guide Secretary General to form think tanks comprising elected and non-elected subject specialists to prepare policies on all national and international subjects, including International Affairs, Internal Security, Defence, Health and Education, Water and food security and media through respective Specialist Secretaries.
- 1.1.10. Is the ultimate guardian of the practice of democratic, just and egalitarian values in the party. In matters, where constitution is quiet decision must be taken as per such value system.

¹⁶⁰ Prime Minister or Prime Minister-in-Waiting

- 1.1.11. Where there is a dispute in Constitutional Interpretation between different organs of the party, the Chairman may ask Secretary General to get the opinion of three Constitutional Experts, of whom one should be from outside the party.
- 1.1.12. May call an emergent session of Core Committee, CEC or National Council, whenever he feels it necessary, on any specific issue.
- 1.1.13. Shall exercise all other such powers that are entrusted with him in other articles of this constitution.
- 1.1.14. May direct Secretary General to appoint salaried staff and provide resources to run Chairman's Office up to his satisfaction. This may include a chief of staff for the office who may supervise the office and correspond on Chairman's behalf.

1.2. Vice Chairman, Central President and four Vice Presidents

- 1.2.1. Vice Chairman, the Central President and four Central Vice Presidents may be appointed by the Chairman.
- 1.2.2. Shall represent party in media and other public platforms, advancing party image and policy.
- 1.2.3. Shall also perform special tasks and functions as required by the Chairman/SG from time to time.

1.3. The Secretary General (SG)

- 1.3.1. The Secretary General heads Central Executive Committee (CEC) on behalf of the Chairman and responsible to follow and execute Chairman's vision and strategy.
- 1.3.2. SG shall apprise Chairman of all matters of the party at regular intervals and keep Chairman's confidence.
- 1.3.3. SG shall convene and conduct the meetings of CEC and National Council (NC) as mandated in the constitution. SG shall set the agenda and circulate the same, well before time, among the participants of the meetings. This will include presenting evaluation reports of office holders, organisations and government performance.
- 1.3.4. SG shall ensure the recording of the minutes of all Governing Body/ CEC / NC meetings and consultations with the Chairman.
- 1.3.5. SG shall generate Notifications as per the decisions of the Governing Body/CEC and National Council. SG may communicate the same effectively to the intended subjects in person, electronically and by website publishing
- 1.3.6. SG may write to any office holder at any tier to prompt the implementation of the Constitutional requirements, Chairman's directions, CEC and National Council's decisions
- 1.3.7. SG shall represent party in all judicial and legal matters.
- 1.3.8. SG shall sign any official contracts or agreements on behalf of the party.

- 1.3.9. SG shall run and maintain the Central Secretariat of the organisation and the team of all the secretaries.
- 1.3.10. In additions to the mandated Secretaries, SG may appoint any number of Special Advisors, Assistant Central Secretaries, Managers, Organisers, Coordinators, Conveners, Chairpersons for office jobs/Special purpose action/Administrative/Research/policy/training committees, including a Chief of staff for assistance; TORs shall be specified for each such appointment.
- 1.3.11. SG shall have all registers maintained like Attendance and Minutes register for all meetings through his secretaries and office staff.
- 1.3.12. To keep an updated copy (at least quarterly) of the Registered Voter's list in the office and make it accessible to all members.
- 1.3.13. SG should make effective use of his team of central Secretaries by delegating his powers to perform functions entrusted with him by assigning different geographical areas to different persons, as per their potential and office through written notifications.

1.4. The Additional Secretary General

- 1.4.1. Additional Secretary General (ASG) shall act as SG in his/her absence in all the meetings of the party in line with the policy and guidelines set by the SG
- 1.4.2. ASG shall coordinate and supervise the functions of the Secretaries for Policy and Planning¹⁶¹ and their respective Think Tanks.
- 1.4.3. ASG may perform specific functions of the SG in areas agreed upon by the SG through notification.
- 1.4.4. To take full charge in case of the suspension, incapacitation or leave for more than a month of the SG.

1.5. The Deputy Secretary General Education and Training (DSG E&T)

- 1.5.1. The job¹⁶² of the Deputy Secretary General (DSG E&T) is to transform the party into a well informed, politically savvy team of leaders and workers through character building, education and training in ideology and vision of founding fathers¹⁶³ of the party, who can not only understand following but can put into practice,
 - a. Democracy and its ingredients, like transparency, effective communication, inclusivity, collective decision making, devolution, objective evaluation and accountability.
 - b. dedication and meritocracy
 - c. egalitarianism and camaraderie

¹⁶¹ Secretary Economic Affairs, Secretary Geopolitics, Secretary Good Governance, Secretary Planning & Development

¹⁶² a mammoth one, indeed

¹⁶³ Chairman Imran Khan on top of all

- d. Effective opinion making through self-enriching education
- e. Perfecting the science and art of election campaign and polling day
- 1.5.2. DSG E&T will prepare a comprehensive plan for the purpose along with the required budget and present it to CEC for approval.
- 1.5.3. DSG E&T shall be provided with sufficient resources to head a department of the size appropriate for the job.
- 1.5.4. DSG E&T will form and oversee three committees, 'Curriculum Committee', 'Contents Committee' and 'Execution Committee'.
- 1.5.5. 'Curriculum committee' shall comprise party stalwarts from within the party and academicians from outside. It will compile a curriculum including but not limited to the following topics;
 - a. Moral values (Universal and those enshrined in our religion)
 - b. Understanding of Party constitution (a contract between members)
 - c. Vision and Ideology of Founding Chairman and other founding members of the party
 - d. European and Muslim political history (Economy of War and peace)
 - e. Lessons through biography of great leaders of the past.
 - f. Economy (Capitalism and Socialism) evolution and forms
 - g. History and development of world monetary policy
 - h. Different governance models and their evolution (Unitary vs Federal and Parliamentary vs Presidential along with different shades of it)
 - i. Good governance though devolution and delegation
 - j. How government departments works and how to cut through the maize of bureaucracy
 - k. Effective opinion making
 - l. Grooming of leaders through personal development
 - m. Ultimate training for the electioneering at all levels
- 1.5.6. The 'Contents Committee' shall prepare online lectures/talks on the topics given by the party stalwarts, senior leaders and outside academicians; and entail technical assistance by Party Management Cell who in turn will keep all the data on members taking up the courses¹⁶⁴, and pass on the credits so accrued by the members to Party Federal Election Commission.
- 1.5.7. The 'Contents Committee' shall prepare short booklets in paper and electronic format for dissemination.

¹⁶⁴ Helping FedEC to rate 'Star Members'

- 1.5.8. 'Execution Committee' shall train Secretaries for Education and Training at all levels¹⁶⁵ of party organisation as master trainers to hold training workshops through out the country.
- 1.5.9. 'Execution Committee' shall train Secretaries for Good Governance at local organisations¹⁶⁶.
- 1.5.10. DSG E&T shall prepare, conduct and analyse surveys from the Members to evaluate the areas of continuing education, and take corrective steps.
- 1.5.11. DSG E&T shall prepare a calendar for the training workshops at the start of each year and communicate the same effectively.

1.6. The Deputy Secretary General

- 1.6.1. The Deputy Secretary General (DSG) shall be the chief representative and extension arm of the Secretary General in the province¹⁶⁷.
- 1.6.2. DSG shall head the team of two central joint secretaries from the province for the job.
- 1.6.3. DSG along with his team shall monitor any constitutional oversights (like functioning of Provincial Executive Committee, Provincial Councils, provincial attendance and minutes register) and report to the SG/ASG and CEC.
- 1.6.4. DSG shall divide and allocate different geographical areas of the province among the members of his team.
- 1.6.5. DSG along with the team of two central joint secretaries shall be responsible to effectively communicate and evaluate implementation of policy/decisions in the province, taken at the centre.
- 1.6.6. DSG team shall prepare reports for the CEC about the membership campaign in the province and also lead the campaign if asked by the provincial organisation.
- 1.6.7. DSG along with his team shall mobilise the party in the help of the political training campaign in the province.
- 1.6.8. DSG along with his team shall be responsible to distribute copies of the constitution translated in Urdu or other native languages to all the primary organisations in the province.
- 1.6.9. DSG shall perform any reconciliation work as delegated by the Chairman/SG/CEC.

1.7. The Central Joint Secretaries

¹⁶⁵ From UC to Centre

¹⁶⁶ Union council to District level

¹⁶⁷

- 1.7.1. The Central Joint Secretaries (CJS) shall deputise and assist the relevant DSG in all the functions in the allocated geographical area of the province.
- 1.7.2. In case of incapacitation or leave for more than a month of the relevant DSG, one of the CJS as notified by the SG shall take full charge.

2. Other Organisations (Province and lower tiers)

2.1. The President

- 2.1.1. The President of any Elected Body shall be the head¹⁶⁸ of the respective executive body. The president's primary function is to lead, motivate, understand and communicate party vision and strategy. Moreover, president shall guide general secretary in performing administrative and executive functions.
- 2.1.2. The president shall nominate further spokespersons for the organisation in consultation with the central media cell.
- 2.1.3. The president shall maintain contacts with the media persons of the level, effectively conveying party vision and policy.
- 2.1.4. The President may preside all meetings and political events of the organisation.
- 2.1.5. The President shall act as team leader, communicating with all of the executive committee members, including wings, and building consensus around issues through informed exhaustive collective decision making.
- 2.1.6. The President shall be responsible for any reconciliation that may be required within the executive committee.
- 2.1.7. The president shall attend to the workers complaints, and try to solve their problems remaining within his capacity, may these pertain to party or governmental departments.
- 2.1.8. The president shall attend the social events (including but not limiting to rallies, seminars, inauguration ceremonies, cultural events, weddings and death events) in the area and represent the party.
- 2.1.9. The president should apportion a fair amount of time in the office of the organisation for the complaints/problems of the ordinary people against the governmental departments. The president should represent these people and raise these issues, in the fora of the party and with the relevant government officials. The president may direct and guide Secretary Good governance in this regard.
- 2.1.10. The president shall maintain contacts with the party elected members of the Local Governments, Provincial government and the federal government, in order to represent and solve issues/problems of the ordinary people of the area.

¹⁶⁸ The leader

- 2.1.11. The president shall identify areas of bad governance, poor public service delivery and corruption and direct and guide Secretary Good Governance to evaluate and prepare reports for the discussions in the Executive committee. Such reports and suggested solutions shall be reported in writing to the upper tiers and Central Secretary Good governance.
- 2.1.12. The president shall have reports written through general secretary and other members of the executive committee, as mandated by this constitution, for onwards conveyance to the upper tiers, if so required.
- 2.1.13. The President may suspend¹⁶⁹ any member of the own executive committee or president of the executive committee one tier below own, and report to the SCAD or the 'the mediator, as stipulated in the article on Discipline, and ask general secretary to notify the same, quoting reasons for suspension. This shall not include wing office holders who are not members of the own executive committee.
- 2.1.14. The President should lead and delegate work to other members of the Executive Committee in different geographical areas, as per their potential and abilities , as in the following,
 - a. Supervision of membership drive in different allocated areas
 - b. help improve the understanding of the constitution in different allocated areas
 - c. To monitor and evaluate specified subordinate organisations and report to the Executive Committee in matters like Constitutional violations and level of generated political activity.
 - d. To raise funds for the party from different sectors like traders, industrialists and agriculturalists, as per party Finance policy , enunciated elsewhere in this document.
 - e. To keep liaison with different political parties or media groups.
 - f. Formation of different teams/committees to supervise and execute different aspects (Publicity/Transport/Mobilisation/Stage management) of major and minor political events like reception of senior leaders, rallies, workers convention, press conferences, dharnas or big jalsas.
- 2.1.15. In additions to the mandated Secretaries, President may appoint any number of Special Advisors, Assistant provincial Secretaries, Managers, Organisers, Coordinators, Conveners, Chairpersons for office jobs/Special purpose action/Administrative/Research/policy/training committees, including a Chief of staff for assistance; TORs shall be specified for each such appointment.

2.2. The Senior Vice President (SVP)

¹⁶⁹ suspension would last only one month if matter remains unresolved

- 2.2.1. SVP shall act as president and preside all meetings in the absence of the president
- 2.2.2. SVP shall follow the political and organisational guidelines of the president in his absence and while keeping president fully informed on developments and any decisions taken.
- 2.2.3. SVP shall help president in carrying out all of his functions.
- 2.2.4. SVP shall take full charge in case of the suspension, incapacitation or leave for more than a month of the president.

2.3. The General Secretary (GS)

- 2.3.1. The job of the General Secretary (GS) is to head the administrative arm of the organisation under the guidance of the President.
- 2.3.2. The GS shall plan, execute, coordinate and implement all decisions taken by the Executive Committee, may it be the educational, Training, political activity, election and other issue based campaigns.
- 2.3.3. The GS is ultimately responsible to plan, organise, coordinate and execute visits and receptions of the leaders, under the directions of the executive committee, and forward reports and data such generated to the Party Management Cell.
- 2.3.4. The GS shall issue notifications, circulars and instructions with the approval of the president, and forwarding all such data, preferably electronically, to the Party Management Cell.
- 2.3.5. The GS is ultimately responsible, with the help of other secretaries and staff, to maintain, update and preserve in a transparent manner, all the office record and data, including but not limiting to membership register, minutes-of-the-meeting register and attendance register. The GS shall make such data available to the members when required/demanded.
- 2.3.6. The GS could hire salaried staff and provisions to effectively run party office.
- 2.3.7. The GS is responsible to prepare the annual budget with the help of the Finance Secretary, to present before the executive Committee for approval strictly as per the provisions of the article on finance.
- 2.3.8. The GS is responsible to have accounts registers/data maintained and audited as per Article on Finance.
- 2.3.9. The GS shall plan, convene and conduct the meetings of the Executive Committee or the council as required by this constitution, while transparently maintaining all the data generated during the work, and also forwarding such data to the Party Management Cell.
- 2.3.10. The GS shall prioritise and set the agenda items, after consultations with the president, for the forthcoming meetings of the executive committee or the Council, and circulate well before time to the members, in order for them to come prepared on the issues.

- 2.3.11. The GS shall receive evaluation reports from lower tiers, generate own evaluation reports, and present before the executive committee.
- 2.3.12. The GS shall start planning and execution for the annual Council meeting at least three months prior to the announced date, and is ultimately responsible to make it a success.
- 2.3.13. The GS is responsible to oversee that the constitution is being followed in the organisation and in the lower level organisations. The GS can report any such violation to the own executive committee and SCAD.
- 2.3.14. The GS shall act as 'Mediator' as outline in the act on Discipline.
- 2.3.15. The GS can recommend suspension of any member of the executive committee to the president and issue notification, on approval, quoting reasons for suspension.
- 2.3.16. General Secretary can nominate by notification any of his Deputy Secretary/Joint Secretaries for the functions outlined above or to officiate in his absence.

2.4. The Vice President (VP)

- 2.4.1. To assist the President in the performance of his duties as delegated by the President for the specified geographical location
- 2.4.2. Prepare reports (on membership drive, Attendance and Minutes Register), as delegated by the President for specified subordinate organisations.
- 2.4.3. Attend Public Meetings and workers training sessions as directed by the President for the specified subordinate organisations.

2.5. The Additional General Secretary

- 2.5.1. To act as GS in the absence of the GS in all the meetings of the party in line with the policy and guidelines set by the relevant GS
- 2.5.2. To perform specific functions of the GS in areas agreed by the GS by notification.
- 2.5.3. To take full charge in case of the suspension, incapacitation or leave for more than a month of the GS.

2.6. The Joint Secretaries

- 2.6.1. To assist the GS in smooth running of the party office.
- 2.6.2. To assist in maintaining the Attendance and minutes register as delegated by the GS/SG.
- 2.6.3. To perform various functions of GS as delegated by the GS.

3. Administrative Secretaries (All tiers)

3.1. Secretary Finance

- 3.1.1. Central Secretary Finance shall be appointed by the Secretary General in consultation with the Chairman, provided pre-qualified by the Party Federal Election Commission.
- 3.1.2. Secretary Finance at the levels of province and Division shall be appointed by the governing bodies of the relevant executive committee in consultation with the central secretary finance , provided pre-qualified by the Party Federal Election Commission.
- 3.1.3. Secretary Finance at local organisations shall be appointed by the governing bodies of the relevant executive committee in consultation with the divisional secretary finance , provided pre-qualified by the Party Federal Election Commission.
- 3.1.4. Central Secretary Finance shall be the chief of the Central Finance team.
- 3.1.5. Central Secretary Finance shall effectively communicate the Finance Policy as framed by the central finance board, from time to time to all of the lower tier Finance Secretaries. Central Secretary Finance shall ensure the uniform implementation of the finance policies and decisions at the centre, in all the provinces and overseas chapters.
- 3.1.6. Secretary Finance shall be responsible to keep all the accounts and ledgers in order and ready for the annual internal and external audits for the relevant organisation.

3.3. The Secretary Education & Training

- 3.3.1. Secretary Education & Training at the levels of province and Division shall be appointed by the Governing Bodies of the relevant executive committee in consultation with the Deputy Secretary General Education & Training , provided pre-qualified by the Party Federal Election Commission.
- 3.3.2. Secretary Education & Training at local organisations shall be appointed by the Governing Bodies of the relevant executive committee in consultation with the divisional secretary education & training , provided pre-qualified by the Party Federal Election Commission.
- 3.3.3. All secretaries for Education & Training at all levels shall be part of the team headed by Deputy Secretary General Education & Training.
- 3.3.4. All secretaries shall first be trained as master trainers by the team of the Deputy SG Education & Training. Once trained they shall be provided with the content in print and electronic form.
- 3.3.5. All Secretaries Education & Training shall organise training workshops and seminars in respective areas.

3.4. The Secretary Membership

- 3.4.1. The Secretary membership shall be nominated by the Governing Bodies¹⁷⁰ of the executive committee.
- 3.4.2. Tehsil Secretary membership shall lead the team of membership secretaries at lower tiers; shall coordinate and report to the party management cell as directed from time to time.

4. Secretaries for Policy Development**4.1. Think Tanks**

- 4.1.1. A think tank shall be established under each¹⁷¹ secretary for policy development, comprising any number of permanent and associate members on voluntary basis; each think tank shall have a section in each provincial capital.
- 4.1.2. Members for each think tank shall be drawn from domestic and overseas academia¹⁷², subject specialists and senior professionals / bureaucrats having field experience of any of the given subjects.
- 4.1.3. Policy papers might be written by any individual member or co-authored by two or more members on any subject and peer reviewed by the fellow members before being presented in CEC.
- 4.1.4. Subjects could range from appraisal of the current situation in any subject area, suggested improvements, innovative solutions, comparisons/parallels drawn with other countries/societies/civilisations and futuristic projections.
- 4.1.5. Party Management Cell shall provide necessary support¹⁷³ in research and analysis of the subject matter; if initial policy papers sufficiently convince CEC of its utility, budgetary demands could be placed before CFB for a follow-up comprehensive study paper.
- 4.1.6. Think tanks shall provoke public awareness through convening debates, seminars and conferences in universities, colleges and town halls; shall also disseminate the same through written papers/books, print and social media.

¹⁷⁰ Tehsil Secretary Membership by Tehsil Governing Body and UC Secretary Membership by UC Governing Body

¹⁷¹ Economic affairs, Geopolitics, Planning and Development and Good Governance

¹⁷² University Faculty / Research fellows having doctorate or post-doctorate qualifications,

¹⁷³ data collection and analysis , videoconferencing and digitalising and compiling research work/papers

4.2. The Secretary Economic Affairs

- 4.2.1. The Central and Provincial Secretaries for Economic Affairs shall be appointed by the Secretary General in consultation with the Chairman, provided they are pre-qualified by the party Federal Election Commission.
- 4.2.2. All Provincial Secretaries for economic affairs shall be part of one team headed by the Central Secretary for Economic Affairs.
- 4.2.3. Their job shall be to form and oversee Think Tank for research and policy development on each of the following subjects,
 - a. Finance,
 - b. Revenue & Fiscal policy
 - c. Monetary Policy,
 - d. Industry, Trade & Commerce, labour policy
 - e. Investment
 - f. Excise and Taxation
- 4.2.4. Shall present policy papers before CEC and National Council for approval.
- 4.2.5. The Secretaries for economic affairs shall liaise with the concerned minister (in case of Party in Government) to coordinate and improve government policy.
- 4.2.6. The Secretary for economic affairs shall organise seminars with speakers of national and international stature to help improve awareness and understanding of the subject.

4.3. Central Secretary Geopolitics

- 4.3.1. The Central Secretary Geopolitics shall be appointed by the Secretary General in consultation with the Chairman, provided they are pre-qualified by the party Federal Election Commission.
- 4.3.2. Their primary function shall be to oversee relevant Think Tank for research and policy development on each of the following subjects,
 - a. National Power¹⁷⁴ and Regional Power Dynamics
 - b. Foreign Affairs
 - c. Defence and Defence Production,
 - d. National Security
- 4.3.3. Shall present policy papers before CEC and National Council for approval.

¹⁷⁴ National Power is the capability of any nation to achieve the objectives of its national interests in relation with other nations, it might involve threat or capacity to use of force.

- 4.3.4. The Secretary for Geopolitics shall liaise with the concerned minister (in case of Party in Government) to coordinate and improve government policy.
- 4.3.5. The Secretary for Geopolitics shall organise seminars with speakers of national and international stature to help improve awareness and understanding of the subject.

4.4. Secretary Planning and Development

- 4.4.1. The Central and Provincial Secretaries for Planning & Development shall be appointed by the Secretary General in consultation with the Chairman, provided they are pre-qualified by the party Federal Election Commission (FedEC).
- 4.4.2. All Provincial Secretaries for Planning & Development shall be part of one team headed by the Central Secretary for Planning & Development.
- 4.4.3. Their job shall be to oversee the work of think tank for research and policy development on each of the following subjects,
 - a. Energy,
 - b. Water
 - c. Technology, communications and Artificial intelligence
 - d. Food Security
 - e. Agriculture and Livestock (Central and Provincial tiers)
 - f. Cooperatives
 - g. Textile
 - h. Climate Change
- 4.4.4. They may co-opt academics and professionals from within the country or from the overseas Pakistani diaspora.
- 4.4.5. Shall present policy papers before CEC and National Council.
- 4.4.6. The Secretaries for Planning & Development shall liaise with the concerned minister (in case of Party in Government) to coordinate and improve government policy.
- 4.4.7. The Secretary for Planning & Development shall organise seminars with speakers of national and international stature to help improve awareness and understanding of the subject.

4.5. The Secretary for Good Governance

- 4.5.1. The Central Secretary for Good Governance shall be appointed by the Secretary General in consultation with the Chairman, provided they are pre-qualified by the party Federal Election Commission (FedEC).

- 4.5.2. The Provincial and Divisional Secretaries for Good Governance shall be appointed by the respective governing bodies of the executive committees in consultation with the Central Secretary for Good Governance, provided they are pre-qualified by the party Federal Election Commission.
- 4.5.3. Good Governance Secretaries at lower tiers (UC to District) shall be appointed by the respective governing bodies of the executive committees in consultation with the Divisional Secretary for Good Governance, provided they are pre-qualified by the party Federal Election Commission.
- 4.5.4. Following subjects shall fall under Good Governance,
 - a. Health,
 - b. Education,
 - c. Interior (police, Nadra, Narcotic Control,),
 - d. Land Revenue,
 - e. Local Government,
 - f. Works and Housing,
 - g. Communication and Transport,
 - h. Environment, Forestry, Wild Life and Fisheries
 - i. All other governance related subjects under secretary for Economic Affairs and Secretary for planning and development at Division and lower tiers¹⁷⁵
- 4.5.5. Central and Provincial secretaries shall oversee the work of Think Tank to analyse data, identify problems areas and suggest solutions/policies to maximise good governance in each subject area for approval/action of their respective executive committees.
- 4.5.6. Lower tiers (UC to Division) secretaries shall form action committees to monitor and provide feed back for the higher tiers via party management software.
- 4.5.7. Lower tiers (UC to Division) secretaries and corresponding action committees shall apportion a fair amount of time in party offices to alleviate/facilitate the complaints/problems, of the ordinary people, in service delivery. Each complaint and its outcome shall be logged in Party Management Software.
- 4.5.8. Lower tiers can seek help from their provincial and central counterparts if need be.
- 4.5.9. The Secretary for Good Governance shall liaise with the concerned minister (in case of Party in Government) and departments to coordinate; and improve government policy and delivery of service.

¹⁷⁵ like Excise and taxation, Water, Agriculture and Livestock, cooperatives, Electricity and Gas Supply companies

- 4.5.10. The Secretary for Good Governance shall organise seminars with speakers of national and international stature to help improve awareness and understanding of the subjects.

5. Sectoral Secretaries

- a. All following sectorial secretaries, shall be appointed in the following manner;
- a.1. The Secretary General shall Nominate the Central Secretary in consultation with the Chairman, provided pre-qualified by the party Federal Election commission and approved with majority vote of CEC.
- a.2. The Secretaries for the provincial and divisional tiers shall be nominated by the respective heads of the executive committees in consultation with the Central secretary of the relevant sector, provided they are pre-qualified by the party Federal Election commission and approved by the respective Executive Committee.
- a.3. While all secretaries below the tier of the Division shall be nominated by the respective head of the executive committees in consultation with the respective Divisional Secretary, provided they are pre-qualified by the Party Federal Election Commission and approved by the respective Executive Committee.
- a.4. Each central sectoral secretary shall organise own sector as detailed in the section on 'Sectors'; and head appointed board of own sector.

5.1. The Secretary of the Office of the International Chapters (OIC)

- 5.1.1. The Secretary General shall appoint Secretary OIC in consultation with the Chairman.
- 5.1.2. The OIC Secretary shall prepare new chapters, organising membership ,by-laws and structure, to be ready for elections.
- 5.1.3. Once elections are held in an overseas chapter, the Elected Body (EB) shall take up the responsibilities in their respective chapters as per the OIC by-laws along with representations at the appropriate forums as given elsewhere in the Constitution.

5.2. The Secretary Kissan

- 5.2.1. The Secretaries at the level of Centre and Provinces shall work in close coordination with the relevant Secretaries Planning and development and the think tanks on agriculture and livestock to help formulate appropriate Agricultural and livestock policies and represent interests of the kissans.
- 5.2.2. Insaf Kissan Boards shall be formed at the levels of Centre, Province and Division comprising representative farmers of appropriate stature for the tier; all decisions shall be taken collectively.

- 5.2.3. The Secretaries at the level of Division and lower shall form subject specific 'Action Committees' like cane purchase, market rates , coops, pesticides, fertiliser, seeds and gunny bags (bardana); shall disseminate the party Agricultural and Livestock policy to the kissans of the area and get feedback for the policy makers.
- 5.2.4. Shall organise seminars, rallies and technology workshops to raise level of awareness and expertise.

5.3. The Secretary Traders

- 5.3.1. The Secretary Traders shall take party message to the community to organise at the respective level; and represent the trader's interests at party fora; head the 'Insaf Traders Board' to organise and represent traders.
- 5.3.2. They will actively participate in the Trade Union elections at all tiers.
- 5.3.3. The Central Secretary shall work in close liaison with the Secretary Policy and Planning to formulate trade friendly taxation policies.
- 5.3.4. The secretaries at the lower level shall work in close coordination with secretaries good governance to liaise with police and district administration.

5.4. The Secretary Industries

- 5.4.1. The Secretary Industries shall take party message to the community in order to organise at the respective level.
- 5.4.2. To form a 'Insaf Board of Industries' for the Industrialists which in turn can represent their views/interests at the party fora.
- 5.4.3. The secretaries at centre and province shall liaise with Secretaries Economic Affairs and the relevant think tanks in developing the party policies to help grow the sector.
- 5.4.4. To see what tariff protections are needed by the local industry to be healthy and competitive.
- 5.4.5. To develop a balanced labour policy in coordination with the Central Secretary Labour and secretary economic affairs.
- 5.4.6. To help Secretary Labour to secure access to the industrial labour and organise the same to campaign for their rights.
- 5.4.7. To identify weaknesses in the current policies of the government with the help of the industrialists and industrial workforce.
- 5.4.8. To sensitise the industrialists and the workforce regarding occupational hazards, environmental issues, child labour and social responsibility.

5.5. The Secretary Religious Affairs

- 5.5.1. The Central Secretary shall devise a structure and policy along with by-laws, to organise and ensure appropriate representation to each school of religious opinion at the relevant board; with zero tolerance for persons having fascist / extremist opinions/history.
- 5.5.2. The by-laws may provide for separate branches/divisions/chapters, like Mashaikh division, Ulema division, Student division¹⁷⁶, Education branch or Darul-Fatawa.
- 5.5.3. Shall maintain contacts with the religious leaders of all faiths to promote inter-faith and inter-sect harmony.
- 5.5.4. Shall organise seminars/conferences on specific subjects of faith¹⁷⁷ and in commemoration of historic days and personalities.
- 5.5.5. Shall promote teachings of Quran and Sunnah among the party youth to help build healthier tenets of characters; shall organise workshops for the purpose.
- 5.5.6. Shall represent party in the socio-religious events of different communities; shall promote peace, freedom, tolerance and protection for the minority faiths and sects; and shall be the spokespersons of the party on matters of interfaith harmony, peace and tolerance.
- 5.5.7. Shall advise the relevant leaders/organisations/governments on matters of Islamic ideology and related legislation.

5.6. The Secretary Engineers

- 5.6.1. The primary purpose shall be to take party message to the community of Engineers and organise them; and help devise party policies in close coordination with the secretaries Economic Affairs and Planning & Development at the central and provincial levels; and with Secretary good governance at the lower tiers for implementation of the same.
- 5.6.2. Shall form and head a consultative 'Insaf Engineers board' comprising representative engineers at each level; prepare by-laws for the structure and functioning of the board/forum; take active part in the election and affairs of Pakistan Engineering Council (PEC).
- 5.6.3. By-laws shall provide for subject specific Think Tanks at the centre and province for policy and planning; and Action Committees at lower tiers for implementation, monitoring and feedback.
- 5.6.4. Shall develop policy papers with specific focus on the areas of Housing and Works, water , power, renewable energy, Roads and Highways, Public Transportation, Irrigation, Communication and Information Technology, and Manufacturing

¹⁷⁶ Students of Deeni Madaris,

¹⁷⁷ like Seeratun Nabi,

- 5.6.5. To be up to date with key national projects; ongoing and proposed; identifying related issues, possible areas of improvement; and developing party opinion around it.
- 5.6.6. Shall coordinate with engineering research institutions and academic sector to help advance modern engineering techniques, opinions and teachings;
- 5.6.7. Shall identify and address the issues and problems concerned with young professional engineers, both in government and private sectors, and returning expatriates; and make representation for the same in the party and the government.

5.7. The Secretary Teachers

- 5.7.1. The Central Secretary Teachers shall form and head a consultative body 'Insaf Teachers board' comprising representative teachers; which in turn shall prepare by-laws for the structure and function of such boards at all levels.
- 5.7.2. Shall take party message to the teacher's community and represent them in the party fora.
- 5.7.3. Central Secretary Teachers shall coordinate with Central Secretaries Policy & Planning and think tanks on education to help formulate Education Policy.
- 5.7.4. Shall help disseminate education policy in the teacher's community.
- 5.7.5. Shall take active part in the teacher union elections at all tiers.
- 5.7.6. They should coordinate with various advocacy groups to advance the rights of the teachers and help improve teaching environment and conditions.
- 5.7.7. Shall coordinate with the secretary religious affairs to bring the condition and salary packages for the teachers in Madaris at par with other teachers.

5.8. The Secretary Welfare

- 5.8.1. The Central Secretary Welfare shall form and head a consultative body 'Insaf Welfare board' comprising representative renowned/ accomplished social workers; which in turn shall prepare by-laws for the structure and function of such boards at all levels.
- 5.8.2. By-laws shall provide for action committees in the lower tiers; in following areas, (including but not limiting)
 - a. Zakat and Usher
 - b. Baitul-Maal
 - c. Special People
 - d. Human Rights¹⁷⁸

¹⁷⁸ Women, Child labour, Street Children, internally displaced families

- 5.8.3. Insaf Welfare Board¹⁷⁹ shall help make policies; and make sure that the money is judiciously and equitably distributed in all geographic areas.
- 5.8.4. The Action Committees at the lower tiers shall oversee the delivery of services from the corresponding government departments and help the needy in overcoming bureaucratic issues.
- 5.8.5. Insaf Welfare Boards shall hold seminars and conferences to help raise awareness in the society about human rights issues.

5.9. The Secretary Sports and Culture

- 5.9.1. The Central Secretary sports and culture shall form and head a consultative body 'Insaf Sports and Culture board' comprising representative renowned/accomplished sports persons and artists; which in turn shall prepare by-laws for the structure and function of such boards at all levels.
- 5.9.2. Shall devise a plan to form separate sports and culture action committees to oversee and promote games and cultural events.
- 5.9.3. They shall collect data on grounds and sports facilities in their respective geographical areas to help formulate sports policies and party manifesto.
- 5.9.4. Central Secretary shall coordinate with the Secretary Good Governance to develop sports policy and the budgetary allocations. They shall also be responsible to disseminate sports policy to the sportspersons and the public at large.
- 5.9.5. Relevant liaison committees shall plan, promote & organise various sporting events by involving local people of the area, giving due consideration to their interests and local traditions. A calendar of events must be maintained in this regard.
- 5.9.6. They shall work closely with the elected party LG/Provincial members and ministers to implement party sports policy and manifesto.
- 5.9.7. Action committees on Culture shall be responsible to develop and maintain a calendar of cultural events like Urs and Melas of the respective geographical area
- 5.9.8. To liaise with local area people to organise various cultural events on self-sustained basis
- 5.9.9. To identify and work with the students of Arts of the respective geographical area for promotion of Arts and Culture activities with their active involvement on self-sustained basis
- 5.9.10. To engage the local and multinational organisations for promotion of cultural activities through their Corporate Social Responsibilities (CSR) funds

¹⁷⁹ at centre and provinces

- 5.9.11. To use Arts, Crafts and Cultural activities for image building of the party
- 5.9.12. To work closely with State-run institutions such as Arts Councils and departments of Arts of different educational institutions

VIII. Media and Information

1. Central Media and Information Council (CMIC)

- 1.1. CMIC shall comprise following;
 - a. Chairman - Chair
 - b. Secretary General - Vice Chair
 - c. Central Secretary Information
 - d. Head of Central Media Department - Secretary
 - e. Head of Social Media
 - f. Head of Marketing Team
 - g. Any number of co-opted members
- 1.2. CMIC shall meet as frequently as required and shall form narrative on party policy and topical political issues; shall form guidelines and coordinate all arms of information dissemination, marketing and spokespersons.
- 1.3. In the case of unavailability of the Chairman and Secretary General Secretary Information shall chair the meeting and make decisions as per Chairman's instructions.

1.4. Secretary Information

- 1.4.1. Central Secretary Information shall be appointed by the Secretary General in consultation with the Chairman, provided pre-qualified by the Party Federal Election Commission.
- 1.4.2. Secretary Information at the levels of province and Division shall be appointed by the Governing Bodies of the relevant executive committee in consultation with the central secretary information , provided pre-qualified by the Party Federal Election Commission.
- 1.4.3. The secretaries at the centre and provinces may appoint any number of deputy secretaries as per guidelines set by Central Media and Information Council.
- 1.4.4. Secretary Information at local organisations shall be appointed by the governing bodies of the relevant executive committee in consultation with the divisional secretary information, provided pre-qualified by the Party Federal Election Commission.

- 1.4.5. Central Secretary Information shall lead the team of the provincial information secretaries who in turn will provide leadership to the information secretaries in the lower tiers of the respective provinces.
- 1.4.6. Central Information Secretary along with the relevant provincial secretaries shall arrange training workshops for the information secretaries of the tiers below province.
- 1.4.7. Central party policy shall be effectively communicated by the Central and Provincial teams, among all the tiers, to ensure homogenous projection of the party's image from top to the bottom.
- 1.4.8. Secretary Information shall be the main spokesperson, of the relevant executive committee, to effectively present party narrative to the media, and shall maintain appropriate contacts with the media persons for the job.
- 1.4.9. Central Secretary information shall oversee party narrative being implemented by Social Media team and the Central Media Department; liaise with media people; oversee media performance of party leaders.

1.5. Central Media Department (CMD)

- 1.5.1. Central Media Head shall be appointed by SG as per Human Resource Manual and shall be reporting to Central Secretary Information.
- 1.5.2. Central Media Department shall be provided adequate space, equipment and staff in the Central Secretariat.
- 1.5.3. Primary function of the CMD shall be party narrative management¹⁸⁰.
- 1.5.4. CMD shall monitor news and views in the electronic, print and international media.
- 1.5.5. Shall be responsible for information dissemination to the media houses.
- 1.5.6. Shall coordinate with Social Media teams and party management cell for the narrative dissemination.
- 1.5.7. Shall implement strategic marketing plans as prepared by the marketing and research team for the party image
- 1.5.8. Shall gather media sentiment for the Central Media and Information Council.

1.6. Social Media Team (SMT)

- 1.6.1. Social Media Head shall be appointed by the SG in consultation with the Chairman.
- 1.6.2. Social Media Head (SMH) shall develop an organisational and operational plan to be ratified by the Central Media and Information Council.

¹⁸⁰ In Print, Electronic and International Media

- 1.6.3. Shall be the lead team, dynamically planning and strategising social media policy and effectively communicating to all lower tiers.
- 1.6.4. The SM team shall work closely with the Central Media Department to disseminate the message through all social media platforms.
- 1.6.5. The SM team shall follow and digitalise all political activities of the party at the corresponding tier, and effectively disseminate the same on all SM platforms.
- 1.6.6. A monthly report plus additional reports, as and when required, shall be circulated to all CEC members analysing new socio-political trends in SM for the guidance of the party leaders. This report shall analyse the negativity and positivity as manifested on the SM in relation to various party activities/decisions/statements.

1.7. Marketing and Research Team

- 1.7.1. Marketing and Research Team Head shall be appointed by the SG in consultation with the Chairman.
- 1.7.2. Marketing and Research Team shall be provided with required space, staff and equipment in the central secretariat and in the field offices as well.
- 1.7.3. Shall develop an organisational and operational plan to be ratified by the Central Media and Information Council.
- 1.7.4. Shall be responsible for tracking PTI brand health vs other political parties and report monthly to the Chairman/SG and Central Media & Information Council along with recommendations
- 1.7.5. Shall do research and analysis on issues that shape up public opinion and give recommendations to the Chairman/SG and Central Media and Information Council
- 1.7.6. Marketing team shall be responsible for brand positioning, tagline development, designing of all content material (videos, memes, print, outdoor etc) for all social media and conventional media channels
- 1.7.7. Shall further help furnishing data on topics and issues of public concern to the party spokespersons.

IX. Federal Election Commission (FedEC)

1. An Election Commission shall be formed comprising following,
 - 1.1. Federal Election Commissioner - Chief of the FedEC
 - 1.2. One commissioner from each of all four provinces and one each from Quasi-Provincial areas of AJK and GB, (total of 6)
 2. The Secretary General (SG) shall propose; with the approval of the Chairman; the names for the all six commissioners and Chief of the FedEC; from outside the membership of the National Council. SG shall circulate the names among the members of the CEC two weeks prior to the deliberations in the CEC meeting. The CEC shall make sure that all commissioners have a clean record and possess requisite qualifications¹⁸¹.
 3. Once deliberations are done in CEC, The Secretary General shall convene the National Council meeting after an interval of not less than 2 weeks and present the names for secret ballot.
 4. The term of the members and Chief of FedEC shall be for five years and once notified by the SG on behalf of the national council, shall only be removed through a two-third vote of the national council.
 5. The Commission can co-opt associated members for specific jobs/departments; and may co-opt members for any vacancy arising out of resignation or incapacitation of a member.
 6. In case of the resignation or incapacitation of the Chief of FedEC: full above mentioned procedure need to be adopted.
- f. Functions
- f.1. The FedEC shall develop the by-laws for its internal working; in accordance with the constitution; and notify the same on the website.
 - f.2. Shall maintain permanent independent offices staffed with salaried clerical staff in sufficient numbers.
 - f.3. Shall be the sole repository of the Membership Database for the mother party and all the wings/daughter organisations and it shall also keep the hard copy of the Membership Register.
 - f.4. Shall be the repository of the by-laws/Code of Conduct/constitution of all the wings/subordinate organisations. FedEC shall publish all these documents on its website.
 - f.5. Shall maintain a page on Insaf.pk containing the lists of all the office bearers (All Organisations of the party and all wings/subordinate organisations), notifications and news.
 - f.6. Shall carry out the decisions (Suspensions/Removals) of the SCAD and by the Judges of the dispute resolution system as provided in article on Discipline.

¹⁸¹ Qualifications include administrative experience of not less than 10 years, age above 55 and at least post-graduate education.

- f.7. Shall be solely responsible to carry out Internal Party Elections (IPE) of all the Organisations of the party including the wings/subordinate organisations as per the constitution.
- f.8. Shall announce Election Tribunals in sufficient numbers who shall conclude the petitions within a month. Their decisions shall be final and binding.
- f.9. FedEC shall notify each Elected or Nominated official on its website.
- f.10. FedEC shall pre-check the qualifications of all the candidates for the positions of the nominated Secretaries.
- f.11. Shall be responsible to deposit a full list of Elected and Appointed Office bearers in the Election Commission of Pakistan along with the Updated copy of the PTI Constitution after every IPE.

X. Oath

1. For Office Holders

I do swear in the name of Allah and Solemnly affirm that I will bear true faith and allegiance to the constitution of Pakistan Tehreek e Insaf and to the objectives given therein.

I will uphold this constitution in true letter and spirit and perform my duties as..... to the utmost of my ability and high standards of integrity.

2. For Members

I do swear in the name of Allah and Solemnly affirm that I will bear true faith and allegiance to the constitution of Pakistan Tehreek e Insaf and to the objects given therein. I will uphold this constitution in true letter and spirit. Henceforth, I cease to have association with any other political party.

XI. Finance

a. General Rules

- a.1. All fees and donations collected by all the Party Organisations¹⁸² and individual members shall be submitted in the party account as specified by the Central Finance Board (CFB) in its Finance Manual.
- a.2. All gifts to the Party Officials received in the official position from Pakistani or foreign nationals shall be submitted to the CFB. No donations from companies/agencies/NGOs/Foreign Nationals/Agencies/Governments are allowed. No collections for welfare projects in the name of PTI are allowed.
- a.3. All dispersals from the Central Accounts are conditioned to the prior deliberations and approval by the CFB.
- a.4. All donations that have been deposited in the Central Account for a specific sub-organisation¹⁸³, shall only be notified to the CFB and shall not be subjected to deliberations¹⁸⁴ by CFB; and shall not take more than five working days to be transferred to the specified recipient sub-organisation's account¹⁸⁵; and shall be disbursed by the recipient sub-organisation as per CFB Manual.
- a.5. Funding for the establishment and management of all the organisation offices at all tiers shall be equally contributed by all the members of the respective¹⁸⁶ executive committees¹⁸⁷ in such a manner that members of the governing bodies shall contribute twice as much as other members; supplementary budgetary demands might be placed before the respective finance boards for extraordinary expenses; failure to comply shall attract disciplinary measures.
- a.6. Notwithstanding any provision herein, all hiring/firing/discipline of salaried staff at all levels shall be done as per Human Resource Manual developed/updated by the Central Finance Board and effectively communicated to secretaries finance at all tiers ; failure to follow HR Manual shall attract disciplinary measures.

1. Central Finance Board (CFB)

¹⁸² Main body and all sub-organisations including wings

¹⁸³ Any lower tier organisation such as Division/District or any Wing

¹⁸⁴ for disbursement

¹⁸⁵ Opened and operated as per current CFB guidelines

¹⁸⁶ CEC for central office, PEC for Provincial, DivEC for Divisional, DEC for District, TEC for Tehsil and WEC/UEC for Union/Ward offices

¹⁸⁷ Contribution are liable at only one tier, eg. Presidents of Districts would only pay for District and not Divisional office

Secretary General shall notify CFB in consultation with the Chairman comprising following;

- 1.1. Secretary General, Head of the board
- 1.2. Central Secretary Finance
- 1.3. Chief Financial Officer (CFO)¹⁸⁸, Secretary of the Board
- 1.4. Eight other members from among the senior leadership

f. Functions

- f.1. CFB shall be responsible for annual/supplementary budget preparation / approval and overall financial management including book keeping, financial reporting, banking, donation and fund handling, audit and coordinating with relevant regulatory bodies.
- f.2. Shall define the Finance Policy/Manual for all the Organisations¹⁸⁹ and publish the same on the official website; shall effectively communicate the same in the electronic/print form with all the lower organisations.
- f.3. Shall supervise and approve Finance Boards for OIC¹⁹⁰, Provincial and other Finance Boards for any of the sub-organisations¹⁹¹.
- f.4. Central Secretary Finance shall convene meetings¹⁹² so often that no outstanding agenda item remains unresolved for more than a month; all decisions to be taken by the majority vote with a quorum of two-third of the membership of the CFB, the CFO shall keep all the minutes of the meetings, decisions, notifications, circulars and data generated during the proceedings.
- f.5. All Party sub-organisations shall submit their budgetary demands (Annual or Job/Event Specific) to the Central Secretary Finance who in turn shall put the same on the CFB agenda for deliberations and approval.
- f.6. Shall prepare Procurement Policy/manuals and form the Procurement Committees at Central, Provincial , Divisional and District levels.
- f.7. Shall submit all accounts for Annual External Audit by a QCR rated firm of Chartered Accountants. The annual external audit report shall be presented for deliberations and approval to the CEC on the subsequent CEC meeting; and shall submit the same along with a full statement of assets and liabilities in the Election Commission of Pakistan.
- f.8. Fund Raising Teams shall be different from the Account Handling teams and shall be formed as per CFB policy/manuals.

¹⁸⁸ A qualified and experienced Chartered Accountant / Banker / MBA Finance

¹⁸⁹ including all sub-organisations/wings

¹⁹⁰ Organisation of International Chapters

¹⁹¹ District, Divisions and Wings; established as per CFB policy

¹⁹² Approval could be obtained electronically

- f.9. Account Handling shall be done as in the following;
- f.9.(1) All disbursements shall be made by the joint signatures of two persons; one from the level one signatories and the other from level two signatories.
 - f.9.(2) Secretary Finance or the CFO shall comprise level one signatories.
 - f.9.(3) Three or four other Designated members shall comprise level two signatories.
 - f.9.(4) Account Handling teams shall follow the decisions/policy of the relevant Finance Boards.
- f.10. All finance handlers shall submit a duly notarised undertaking to the Central Secretary Finance/CFB that all funds collected or remitted meet the requirements of the law¹⁹³ of the country¹⁹⁴ in letter and spirit.

2. Provincial Finance Board (PFB)

- 2.1. PFB shall comprise the following members,
- 2.1.1. The Provincial President / SVP as head of the board
 - 2.1.2. Provincial General Secretary
 - 2.1.3. Provincial Additional General Secretary
 - 2.1.4. Provincial Secretary Finance (Appointed by Central Finance Board in consultation with the relevant provincial president)
 - 2.1.5. Provincial Financial Officer (PFO)¹⁹⁵
 - 2.1.6. Four Other members from among the Senior Provincial Leadership nominated by the Provincial President provided they have requisite finance related background.

f. Functions

- f.1. PFB shall prepare the Annual and supplementary Provincial Budget
- f.2. PFB shall prepare the Annual and supplementary Budgetary demands and present to the CFB for approval, provided the demands from the lower tiers have been taken care of.
- f.3. Shall follow the CFB Policy/Manual in fund collections and disbursements.
- f.4. Submit all accounts for Annual External Audit by a QCR rated firm of Chartered Accountants. The annual external audit report shall be presented for deliberations and approval to the PEC on the subsequent PEC meeting and submit the same to the CFB.

¹⁹³ Election Act 2017 and ECP regulations or the laws of foreign country

¹⁹⁴ Country where funds are generated and collected

¹⁹⁵ A properly qualified and experienced Chartered Accountant / Banker / MBA finance or equivalent

3. Lower tier Finance Boards

- 3.1. Finance Boards may be formed, as per need basis, up till the tier of the District by the permission, and as per policy outlined by the Central Finance Board.
- 3.2. Lower organisations willing to have their own Finance Boards shall make a request for the same to the CFB.

4. Finance Boards for OIC Country / Chapter

- 4.1. An OIC Finance Board shall be formed for each Country¹⁹⁶ and it shall comprise following members,
 - 4.1.1. The Country Elected Body (EB) President / SVP as head of the board
 - 4.1.2. The Country EB General Secretary
 - 4.1.3. The Country EB Additional General Secretary
 - 4.1.4. The Country EB Secretary Finance (CFB in consultation with Sectary OIC and Country EB President)
 - 4.1.5. OIC Country Financial Officer¹⁹⁷
 - 4.1.6. Two Other members from among the Senior Country EB Leadership nominated by the Country EB President provided they have requisite finance related background.
- 4.2. USA LLC shall only serve as Finance board and not like Elected Body of OIC.

f. Functions

- f.1. Laws of the home country and the Election Act 2017 must be adhered in letter and spirit; those who violate above mentioned laws shall be personally responsible; and to be liable to be reported to SCAD.
- f.2. OIC FB shall prepare the Annual and supplementary OIC Country budget and budgetary demands and submit to CFB through Central Secretary Finance.
- f.3. Submit all accounts for Annual External Audit by a QCR rated firm of Chartered Accountants. The annual external audit report shall be presented for deliberations and approval to the CFB on the subsequent CFB meeting.

5. Event Finance Management

All special events¹⁹⁸ shall be managed in the following manner;

¹⁹⁶ On the successful model of UK FB

¹⁹⁷ - A properly qualified and experienced Chartered Accountant / Banker / MBA finance or Financial background.

¹⁹⁸ Jalsas, Rallies, Visits of national/provincial leaders, election campaigns, conventions, Seminars, Commemoration of special days, Training Workshops

1. A sub-committee shall be formed, for the event, by the concerned executive committee, comprising not less than five persons, called 'Event Organisational committee'; Or as directed by the CEC from event to event.
2. The Event Organisation Committee shall make estimated budget for the event; shall send a request for funding to the Provincial/Central Finance Board; upon receipt of commitment from the PFB/CFB, shall raise funding , if required, for the balance amount; provided budgetary plans are approved by the executive committee.
3. Fund collection, account keeping, disbursement and audit shall be conducted strictly as per CFB policy and guidelines.

XII. Discipline

1. A clear distinction needs to be made between 'Interpersonal Conflict' and 'Disciplinary Violation'; all complaints falling under 'Interpersonal Conflict' category shall be referred to the mediator as specified in the clause on Alternate Dispute Resolution System.
2. An act/dispute affecting party policy, image, working and political activity shall be dealt with as 'Disciplinary Violation'.
3. Any dissenting opinion on a particular policy/political issue presented as 'personal view' presented on a public forum, shall not be taken as 'Disciplinary Violation'; provided dissenting personal view is presented with deference¹⁹⁹ to the party policy ; and provided it doesn't incriminate²⁰⁰ any party office holder on any public platform²⁰¹.
4. Any interpersonal dispute that spills over in the public domain²⁰² and harms party image, working and political activity shall be taken as 'Disciplinary Violation'; and may involve disciplining all parties.
5. Disciplinary Violations shall fall under three categories carrying different penalties as hereunder;
 - 5.1. **Mild Disciplinary Violation:** Three month suspension of the office holders; Three month membership suspension of the members
 - 5.2. **Moderate Disciplinary Violation:** Removal from the office for one term for the office holders; One year membership suspension of the members.
 - 5.3. **Severe Disciplinary Violation:** Expulsion from the Basic Party Membership

¹⁹⁹ Party position is not ridiculed in the public and given due respect

²⁰⁰ accusing an office holder of wrongdoing

²⁰¹ print/electronic/social media

²⁰² including but not limiting to media (print, electronic and social media)

- 5.4. However, if SCAD determines that the violation is of less than mild nature, it shall give one time warning to the offender.

1. Standing Committees on Accountability and Discipline (SCAD)

1.1. Central SCAD

- 1.1. A Standing Committee on Accountability and Discipline shall be formed at the centre comprising a Chief of SCAD and four other members.
- 1.2. The Secretary General (SG) shall propose the names²⁰³, after chairman's approval, for all four members and the Chief.
- 1.3. All names²⁰⁴ to be circulated among the members of the CEC two weeks prior to the meeting; CEC to make sure that all have a clean record and possess requisite qualifications²⁰⁵; Once approved by CEC by a simple majority, Secretary General shall notify the same.
- 1.4. The term of the SCAD shall be for five years from the date of notification; and any member or the Chief shall only be removed through a two-third vote of the CEC.
- 1.5. The SCAD can co-opt members for specific jobs / departments on a case to case basis.

f. Functions

- f.1. The SCAD shall be an inquisitorial²⁰⁶ disciplinary body in the party; shall keep designated salaried staff, if required, in numbers sufficient for its smooth functioning
- f.2. Central SCAD shall take up written²⁰⁷ complaints only against the members of the Core Committee, CEC, Central Parliamentary party Members and national ticket holders.
- f.3. Chief of SCAD shall form a two member subcommittee for each complaint; the remaining three members including the Chief, shall act as appellate committee to hear one right of appeal; which shall be final.
- f.4. The two member subcommittee; in the initial hearing; shall first determine that the complaint is not frivolous in nature and requires further investigation; shall refer the case for mediation (Alternate Dispute Resolution System) if nature determined to be of interpersonal dispute.

²⁰³Multiple choices to be given

²⁰⁴in sufficient numbers so that for any rejection by CEC, alternate names could be considered

²⁰⁵Qualifications include administrative experience of not less than 10 years, age above 55 and at least post-graduate education.

²⁰⁶investigation body before hearing the case

²⁰⁷Print or Email

- f.5. The two member committee may, if required, suspend party official under investigation for the period of inquiry and hearing; provided this suspension is not longer than one month.
- f.6. Shall issue notices to the parties within seven working days; and shall decide the case within one month of the issuance of the notices; provided sufficient opportunity is given to the defendant.
- f.7. Shall decide its own by-laws/procedures and post on the party website.
- f.8. Shall determine the category of disciplinary violation committed as per the 'Disciplinary Violations and Penalties Table'; awarding the prescribed penalty given therein; quoting incriminating arguments and evidence; and send the same to the Party Management Cell for implementation and notification.
- f.9. If SCAD determines that the complaint was false with malicious intent, penalty shall be awarded to the complainant as given²⁰⁸ for the type of accusation made.
- f.10. Every decision of SCAD shall serve as a precedent for similar cases in future; all data so generated shall be preserved. SCAD shall make sure that all similar cases get similar sentences regardless of the designation/status of the person involved.

1.6. Provincial SCAD

- 1.1. A Standing Committee on Accountability and Discipline shall be formed at each province comprising a Head of SCAD and two members.
- 1.2. The provincial General Secretary (GS) shall propose the names²⁰⁹, after provincial president's approval, for the two members and the Head.
- 1.3. All names²¹⁰ to be circulated among the members of the PEC two weeks prior to the meeting; PEC to make sure that all have a clean record and possess requisite qualifications²¹¹; Once approved by PEC by a simple majority, provincial GS shall notify the same.
- 1.4. The term of the provincial SCAD shall be for five years from the date of notification; and any member or the head shall only be removed through a two-third vote of the PEC.
- 1.5. The provincial SCAD can co-opt members for specific jobs / departments on a case to case basis.
- 1.6. The provincial SCAD may form SCAD at lower tiers, on as per need basis.

f. Functions

²⁰⁸In the Disciplinary violations and penalties table

²⁰⁹Multiple choices to be given

²¹⁰in sufficient numbers so that for any rejection by PEC, alternate names could be considered

²¹¹Qualifications include administrative experience of not less than 10 years, age above 55 and at least post-graduate education.

- f.1. Only written²¹² complaints shall be dealt with by each Provincial SCAD²¹³ against members of provincial council and all lower tier organisations of the respective province ; right of appeal against the decision of the provincial SCAD shall lie with the Central SCAD; and shall be final.
- f.2. Provincial SCAD may form, with consensus, SCAD subcommittees at divisional level if number and nature of complaints if so required.
- f.3. All other provisions in the clause on Central SCAD shall apply to the provincial SCADs.

²¹² Print or email

²¹³ Central level complaints by the Central SCAD while Provincial by the Provincial SCAD

2. Disciplinary Violations and Penalties Table

Violations and Penalty Table

Mild	Moderate	Severe
Office Holders: 3 month Suspension from office Members: 3 month suspension of membership	Office Holders: Removal and Disqualification from the Office for remaining period of tenure or One year, whichever is more Members: Membership Suspension for one year	Expulsion from the membership register
Financial Irregularity less than Rs.10,000	Financial Irregularity from Rs.10,000/- to Rs. 50,000	Financial Irregularity of more than Rs. 50,000/-
Any party member not following party policy as set by CEC (including members of all sub-organisations/wings)	Issuing notifications without due process and approvals	Contesting any election against the Party ticket holder
Executive committee (EC) members violating decisions taken by majority vote.	Supporting any Candidate in any election against the Party Ticket Holder	Maligning/Slandering the Party on any public forum/media (Social/print/electronic)
Verbal abuse/threat of physical violence in person or over electronic or social media to the office holder in discharge of his official duty	Conviction from any court of law on account of moral turpitude.	Opening bank accounts in the name of PTI without written approval of CFB
One time Violation of Central Finance Board (CFB) Manual/Policy / Guidelines/SOPs/ Decisions	Two times Violation of CFB Manual/ policy / Guidelines / SOP / Decisions	Three times Violation of CFB Manual/ Policy / Guidelines/SOP/Decisions
	Disqualified under Article 63 and any other prevailing law of the land	Taking bribe in cash or kind in return for issuing party tickets/notifications or exploiting party position in any form for personal gains
	Establishing extraconstitutional parallel organisations to the party structure (that is wings, federations, forums, teams, Chapters etc)	Work Place Sexual Harassment
	Proclamation/notification of extraconstitutional designations	Verbal/physical Abuse or use/threat of physical violence or financial inducement to any member of SCAD
	Persistent rude/vulgar behaviour/ demeanour with multiple persons	Any two convictions under column two (Moderate)
	Failure of Disclosure of Conflict of Interest or failure of recusal	Any three convictions under column one (Mild)
	Three month default of mandatory contributions of the EC members towards office expenditure	

3. Alternate Dispute Resolution System

- 3.1. Following interpersonal disputes shall be dealt by this system;
 - 3.1.1. Verbal Abuse/casting aspersion/rude behaviour
 - 3.1.2. Threat/intimidation/physical violence
 - 3.1.3. Interpersonal monetary transaction
- 3.2. The complaint against the accused shall be lodged to the 'Mediator' appropriate for the tier of the accused (as per the Mediator table given below).
- 3.3. On receipt of the complaint the Mediator may suspend the accused official, if sufficiently convinced of the gravity of the matter, before initiating proceedings. If the matter stays unresolved for more than one month, the suspension shall stand nullified.
- 3.4. The Mediator shall initiate the process within one week and shall ask one party²¹⁴ to give names of up to five persons as arbitrators; shall ask the other party to choose either one or three names as arbitrators; further names shall be sought one more time to reach at an agreement on arbitrators; in case of failure to reach at an agreement on arbitrators, the Mediator shall appoint arbitrators.
- 3.5. The mediator shall maintain minutes of all the meetings and keep all the data generated during the process.
- 3.6. The chosen arbitrators (one or three) shall conclude the proceedings over a period not exceeding one month.
- 3.7. The arbitrators shall first try for reconciliation between the parties; the settlement might include apology, retraction of words/actions or payment of the disputed money in case of a financial dispute.
- 3.8. On failure of the reconciliation attempts, arbitrators shall establish the nature of the offence/bad behaviour and penalise the guilty party as hereunder;
 - 3.8.1. Minor verbal abuse/ disrespect/ misbehaviour - Warning
 - 3.8.2. Casting Aspersions²¹⁵/Rude Behaviour/threat/intimidation - Three month suspension of office for office holders, three month membership suspension for members
 - 3.8.3. Extreme rude behaviour/Physical violence - One year suspension of office for office holders and one year membership suspension for members
- 3.9. In case of unresolved monetary dispute, the parties shall be asked to seek relief in the relevant court of law.

²¹⁴ Accuser or accused

²¹⁵ An attack on integrity or character

- 3.10. Arbitrators shall write the judgment, recording incriminating arguments and evidence; and shall deposit the same with the Mediator; who, in turn, shall send it to the party management cell for compliance.
- 3.11. Should arbitrators feel at any point in time that the interpersonal dispute is spilling over in the public domain and harming the party image; they shall refer the matter to the relevant SCAD.

4. The Mediator Table

Mediator Table

Tier of the Accused	Mediator
Block Code/Primary Organisation	GS UC
Union Council	GS Tehsil
Tehsil/Town/Taulka	GS District
District	GS Division
Division	Provincial GS
Province	Secretary General
Center	Secretary General
Secretary General	Chairman

XIII. Selection of Party Candidates

The process of award of tickets shall start with the formation of Parliamentary Boards preferably six months prior to the relevant scheduled General or Local Government Elections; and end at least two months before the elections including final appeals. In case of unscheduled elections, the process shall start within one week of the dissolution of the assemblies/LG.

1. General Elections and Senate

- 1.1. Party SG shall notify the parliamentary boards as instructed by the Chairman; in such numbers²¹⁶ that each board is allocated maximum of 100 constituencies²¹⁷.
- 1.2. Any Senior leader shall Preside the board. Geographical areas (single or multiple districts/divisions) shall be clearly defined in the notification for each board. In addition to the president of the board, four such senior leaders shall be nominated who are familiar²¹⁸ with the area concerned; provided one leader hails from outside the area concerned; FedEC²¹⁹ shall send a delegate to serve as the secretary of the board.
- 1.3. For general seats: The relevant Divisional President shall be the ex-officio associated-member of the parliamentary board during the deliberations of their respective constituencies. These associated members shall not be the decision making members of the board but shall only help in the deliberations of the board.
- 1.4. In case of Senate: the following shall serve as ex-officio members to help the parliamentary board of the respective province; provincial president and GS for the general and technocrat seats; provincial president and GS of the women wing for women seats²²⁰; provincial minority wing president and GS for the minority seat²²¹; provided ex-officio members are not candidates themselves.
- 1.5. Tehsil and District Executive Committee shall both recommend, for each constituency, a priority list of three Candidates for general seats, highest carrying three marks and lowest carrying one mark for each seat.
- 1.6. In case of women and minority reserved seats in National Assembly: each Central working committees of women wing and minorities wing shall send a priority list for all the reserved seats.

²¹⁶ In order to finish work in time with judicious review; for senate one board per province

²¹⁷ National and Provincial

²¹⁸ demography and political undercurrents of the area

²¹⁹ Party Federal Election Commission

²²⁰ Reserved seat in National, Provincial or Senate

²²¹ Reserved seat in National, Provincial or Senate

- 1.7. In case of women and minority reserved seats in Provincial Assembly: each Provincial working committee of women wing and minority wing shall send a priority list for all the reserved seats.
- 1.8. In case of Senate General Seats: Provincial executive committees shall recommend a priority list for all the seats in the senate for the province.
- 1.9. In case of Senate women and minority reserved seats: each Provincial working committee of women wing and minority wing shall send a priority list for all the reserved seats in the Senate for the province.
- 1.10. The secretary²²² shall place the score cards before the members of the parliamentary board; make calculations at the end; adding total score for each member divided by the number of board members; and compile the list; president shall announce the winning candidate for the party ticket; an appeal may be filed by the runner up candidate with the appellate board provided that the difference in the score is less than 10%.
- 1.11. The secretary shall record the proceedings and send it to the Party Management Cell.
- 1.12. All boards shall work concurrently.
- 1.13. The Chairman shall notify an appellate board comprising seven members other than in the original board; headed by himself or SG; an FedEC delegate serving as secretary. In case of appeal, appellate board shall interview the Candidates; and award marks on the score card place before them by the secretary; the secretary shall do the calculations²²³ at the end; and the Appellate board president shall award the ticket.
- 1.14. The Chairman may refer the matter to the Federal Election Commission to hold Closed Primary²²⁴ in the relevant constituency, provided that the difference in the score card marks in the appellate board is less than 7%.
- 1.15. The secretary shall record the proceedings of the appellate board; the decision of the appellate board/closed primary shall be final; and shall send the same to the Party Management Cell.
- 1.16. Similar process shall be adopted for the by-elections.
- 1.17. A performance audit of the parliamentary boards shall be carried out by the Party Management Cell (PMC) after the elections. PMC shall prepare reports ranking parliamentary board members based on the accuracy of their assessments; and present the audit report to the CEC²²⁵.

²²² An FedEC delegate

²²³ add marks from all score cards and divide by the number of the board members

²²⁴ all party members in the respective constituency shall vote electronically to determine the candidature

²²⁵ In order to evaluate and improve parliamentary boards with successive elections

2. Score Cards for General Elections

Score Card for General seats

1	Education (0-5 marks)		Education:
2	Electoral Experience (0-3marks)		Masters = 5 Graduation = 4 Intermediate = 3 Matriculation = 2 Middle = 1
3	Recommendation by Tehsil Executive Committee (0-3 marks)		Electoral Experience:
4	Recommendation by District Executive Committee (0-3 Marks)		Two Elections Won = 3 One Election Won = 2 One Election Runners Up = 1
5	Recommendation by Divisional Executive Committee (0-3 Marks)		Party affiliation:
6	Party affiliation and Service (0-5)		Three terms as office holder = 3 Two terms as office holder = 2 One term as office holder = 1 <i>Add to above following marks</i> Above Average Performance ²²⁶ = 2 Average Performance = 1
7	Financial Strength (0-5)		Financial Strength & Electability
8	Electability (0-5)		To be determined by the board
9	Interview (0-13)		Interview
Total Score			Persona and Suitability for the job to be determined ²²⁷
Concluding Remarks.			
Name and Signatures			

²²⁶ Assessed by party management cell

²²⁷ Nearly 30% marks

Score Card for Women / Minorities

1	Education (0-20 marks)	
2	Party Affiliation and Service (0-20)	
3	Priority List by the Central working Committee of the relevant wing (Numbered in reverse order)	
4	Priority List by the Provincial working committee of the relevant wing (Numbered in reverse order)	
5	Priority List by the relevant Provincial Executive Committee (Numbered in reverse order)	
6	Interview (0-20)	
Total Score		
Concluding Remarks.		
Name and Signatures		

Education

Five Years Professional Degree = 10
 Four Years Professional Degree = 9
 Three Years Professional Degree = 8
 Post Masters²²⁸ = 7
 Masters = 5
 Graduation = 4
 Intermediate = 3
 Matriculation = 2
 Middle = 1
Add to above
 One Mark for each Year of Professional Experience (Max 10)

Party Affiliation

Three terms as office holder = 10
 Two terms as office holder = 8
 One term as office holder = 6
 Party membership > 5 years = 4
 Party membership > 2 years = 2
 Party Membership > 1 year = 1
Add to above following marks
 Performance²²⁹ = 10 - 0

Interview²³⁰

Persona and suitability for the job = 10-0
 Awareness of the relevant sectoral issues²³¹ = 10-0

Priority Lists

1. Provincial Executive Committee would give list for both Provincial and National reserved seats

2. For National seats both National and provincial Working Committees of the relative wing shall give priority list while for Provincial Seats only the provincial Working Committee of the relevant wing shall give the priority lists.

²²⁸ PhD or mPhil²²⁹ Score as awarded by party management cell on objective data analysis²³⁰ approximately 30% of the total²³¹ Women on gender issues and minorities on minority issues

3. Score Cards for Senate Seats

Score Card for Senate General Seat

1	Education (0-20 marks)	
2	Non-Constituency Party Cadre Service	
3	Priority List by the relevant Provincial executive committee (Numbered in reverse order)	
4	Priority List by the Central executive Committee (Numbered in reverse order)	
5	Interview (0-20)	
Total Score		
Concluding Remarks.		
Name and Signatures		

Education

Five Years Professional Degree = 10
 Four Years Professional Degree = 9
 Three Years Professional Degree = 8
 Post Masters²³² = 7
 Masters = 5
 Graduation = 4
 Intermediate = 3
 Matriculation = 2
 Middle = 1
Add to above
 One Mark for each Year of Professional Experience (Max 10)

Interview

Persona and suitability for the job = 20-0

Priority Lists

Provincial Executive Committee to enlist for own province
 CEC to enlist for each Province Separately

Non-Constituency Cadre²³³

*Sum total of following Credits
 One Term as SG = 10
 One Term as Provincial President = 8
 One Term as Divisional President = 6
 One Term as Member CEC = 4
 One Term as Member PEC = 3
 One Term as Member DivEC = 2
 One Term as Member DEC = 1
Add to above following marks
 Performance²³⁴ = 10 - 0

²³² pHD or mPhil

²³³ Provided No Constituency electioneering during and after the tenure

²³⁴ Score as awarded by party management cell on objective data analysis

Education**Score Card for Senate Technocrat**

1	Education (0-20 marks)	
2	Academic credentials, Accredited Research papers , Achievement Awards, Books (Maximum upto 20)	
3	Priority List by the relevant Provincial executive committee (Numbered in reverse order)	
4	Priority List by the Central executive Committee (Only for the Federal seat, Numbered in reverse order)	
5	Interview (0-15)	
Total Score		
Concluding Remarks.		
Name and Signatures		

Five Years Professional Degree = 10
 Four Years Professional Degree = 9
 Three Years Professional Degree = 8
 Post Masters²³⁵ = 7
 Masters = 5
 Graduation = 4
 Intermediate = 3
 Matriculation = 2
 Middle = 1
Add to above
 One Mark for each Year of Professional Experience (Max 10)

Interview

Persona and suitability for the job = 5-0

Priority Lists

Provincial Executive Committee to enlist for own province
 CEC to enlist for each Province Separately

Academia and Achievements

*Sum total of following Credits
 Each Year as University Professor = 1
 Each Accredited Research Paper = 1
 Each Published Book = 2
 National Achievement Awards = 5
 International Achievement Awards = 10

²³⁵ pHD or mPhil

Score Card for Senate Women / Minorities

1	Education (0-20 marks)	
2	Party Affiliation and Service (0-20)	
3	Priority List by the Central working Committee of the relevant wing (Numbered in reverse order)	
4	Priority List by the relevant Provincial Executive Committee (Numbered in reverse order)	
5	Priority List by the Provincial working committee of the relevant wing (Numbered in reverse order)	
6	Priority List by the Central Executive Committee (only for the Federal seat, in reversed order)	
7	Interview (0-10)	
Total Score		
Concluding Remarks.		
Name and Signatures		

Education

Five Years Professional Degree = 10
 Four Years Professional Degree = 9
 Three Years Professional Degree = 8
 Post Masters²³⁶ = 7
 Masters = 5
 Graduation = 4
 Intermediate = 3
 Matriculation = 2
 Middle = 1
Add to above
 One Mark for each Year of Professional Experience (Max 10)

Party Affiliation

Add following marks
 One term²³⁷ as office holder at central Level = 4
 One term at Provincial Level = 3
 One term at Divisional Level = 2
 One term at District Level = 1
 Membership for every two years = 1
Add to above following marks
 Performance²³⁸ = 10 - 0

Interview

Persona and suitability for the job = 5-0
 Awareness of the relevant sectoral²³⁹ issues²⁴⁰ = 5-0

Priority Lists²⁴¹

Both central and provincial executive committees and both central and Provincial working committees of the relevant wings

²³⁶ pHD or mPhil

²³⁷ One term equates to 3 years

²³⁸ Score as awarded by party management cell on objective data analysis

²³⁹ Women for women issues and Minority for Minority issues

²⁴⁰ Women on gender issues and minorities on minority issues

²⁴¹ Maximum number shall be the number of the seats, in case of more candidates numbers in fractions shall be used

4. Local Government Elections

- 4.1. Provincial GS shall notify the parliamentary boards as instructed by the Provincial President; in such numbers²⁴² that each board is allocated between 50 to 100 constituencies²⁴³.
- 4.2. A nominated Senior leader²⁴⁴ shall Preside the board. Provincial president shall clearly define the geographical areas (single or multiple UC/MC/Cantonment-boards/Corporations/Towns) in the notification for each board. In addition to the president of the board, the provincial president shall nominate two senior leaders who are familiar²⁴⁵ with the area concerned; provided at least one leader hails from outside the area concerned; FedEC²⁴⁶ shall send a delegate to serve as secretary of the board.
- 4.3. The relevant²⁴⁷ UC, Tehsil or District president and GS shall be the ex-officio associated-members during the deliberations of their respective constituencies, provided they are not the candidates. These ex-officio members shall not be the decision making members of the board but shall only help in the deliberations of the board.
- 4.4. In case of reserved Labour/Kissan, women and minority seats: respective²⁴⁸ women, minority or Labour/Kissan wing president and GS of the relevant tier²⁴⁹ shall be the ex-officio associated-members; provided they themselves are not the candidate.
- 4.5. UC and Tehsil Executive Committee shall recommend a priority list of three Candidates for each seat of UC and Tehsil Councils; District Executive Committee shall recommend a priority list of three candidates for each seat of Tehsil and District councils. UC and Tehsil Working committees of the respective wings²⁵⁰ shall recommend a priority list of three candidates for each reserved seat at UC and Tehsil level; District Working Committees of the respective wings shall prepare a priority list of three candidates for respective reserved seat at Tehsil and District levels.

²⁴² In order to finish work in time with judicious review; for UC, Tehsil and District candidates

²⁴³ UC, Tehsil and District

²⁴⁴ this could be a member of national Council/Provincial Council/MNA/MPA or respective Candidates

²⁴⁵ demography and political undercurrents of the area

²⁴⁶ Party Federal Election Commission

²⁴⁷ Union for Union Council, Tehsil for Tehsil Council, District for District Council

²⁴⁸ Labour Wing for the Labour Seat, Women for Women Seat and Minority Wing for Minority Seat

²⁴⁹ UC Wing for UC tier, Tehsil Wing for the Tehsil Tier and District Wing for the District Tier

²⁵⁰ women for women seat, Labour for Labour seat and Minority for Minority seat

- 4.6. The secretary²⁵¹ shall place the score cards before the members of the parliamentary board; make calculations at the end; adding total score for each member divided by the number of board members; and compile the list; president shall announce the winning candidate for the party ticket; an appeal may be filed by the runner up candidate with the appellate board provided that the difference in the score is less than 10%.
- 4.7. The secretary shall record the proceedings and send it to the Party Management Cell.
- 4.8. All boards shall work concurrently.
- 4.9. The Provincial President shall notify an appellate board comprising five members other than in the original board; headed by himself or Provincial GS; an FedEC delegate serving as secretary. In case of appeal, appellate board shall interview the Candidates; and award marks on the score card place before them by the secretary; the secretary shall do the calculations²⁵² at the end; and the Appellate board president shall award the ticket.
- 4.10. The Provincial President may refer the matter to the Federal Election Commission to hold Closed Primary²⁵³ in the relevant constituency, provided that the difference in the score card marks in the appellate board is less than 7%.
- 4.11. The secretary shall record the proceedings of the appellate board; the decision of the appellate board/closed primary shall be final; and shall send the same to the Party Management Cell.
- 4.12. Similar process shall be adopted for the by-elections.
- 4.13. A performance audit of the parliamentary boards shall be carried out by the Party Management Cell (PMC) after the elections. PMC shall prepare reports ranking parliamentary board members based on the accuracy of their assessments; and present the audit report to the PEC²⁵⁴

²⁵¹ A FedEC delegate

²⁵² add marks from all score cards and divide by the number of the board members

²⁵³ all party members in the respective constituency shall vote electronically to determine the candidature

²⁵⁴ In order to evaluate and improve parliamentary boards with successive elections

5.Score Cards for LGE

Score Card for General LG Seats

1	Education (0-5 marks)	
2	Party affiliation and Service (0-5)	
3	Recommendation by UC Executive Committee (0-3 marks)	
4	Recommendation by Tehsil Executive Committee (0-3 Marks)	
5	Recommendation by District Executive Committee (0-3 Marks)	
6	Electoral Experience (0-3marks)	
7	Financial Strength (0-5)	
8	Electability (0-5)	
9	Interview (0-13)	
Total Score		
Concluding Remarks.		
Name and Signatures		

Education:

Masters = 5
 Graduation = 4
 Intermediate = 3
 Matriculation = 2
 Middle = 1

Electoral Experience:

Two Elections Won = 3
 One Election Won = 2
 One Election Runners Up = 1

Party affiliation:

Three terms as office holder = 3
 Two terms as office holder = 2
 One term as office holder = 1
Add to above following marks
 Above Average Performance²⁵⁵ = 2
 Average Performance = 1

Financial Strength & Electability

To be determined by the board

Interview

Persona and suitability for the job = 5-0

Priority Lists

District Committee shall only give lists for District Councillors, District Chairman/Nazim/Mayor and Tehsil Chairman/Nazim/Mayor

²⁵⁵ Assessed by party management cell

Score Card for LGE Reserved Seats

1	Education (0-20 marks)	
2	Party Affiliation and Service (0-20)	
3	Priority List by the District Executive committee (Numbered in reverse order) *where required	
4	Priority List by the District working Committee of the relevant wing (Numbered in reverse order) *where required	
5	Priority List by the relevant Tehsil Executive Committee (Numbered in reverse order) *where required	
6	Priority List by the Tehsil working committee of the relevant wing (Numbered in reverse order) *where required	
7	Priority List by the relevant UC Executive Committee (Numbered in reverse order) *where required	
8	Priority List by the UC working committee of the relevant wing (Numbered in reverse order) *where required	
9	Interview (0-20)	
Total Score		
Concluding Remarks.		
Name and Signatures		

Education

Five Years Professional Degree = 10
 Four Years Professional Degree = 9
 Three Years Professional Degree = 8
 Post Masters²⁵⁶ = 7
 Masters = 5
 Graduation = 4
 Intermediate = 3
 Matriculation = 2
 Middle = 1
Add to above
 One Mark for each Year of Professional Experience (Max 10)

Party Affiliation

Three terms as office holder = 10
 Two terms as office holder = 8
 One term as office holder = 6
 Party membership > 5 years = 4
 Party membership > 2 years = 2
 Party Membership > 1 year = 1
Add to above following marks
 Performance²⁵⁷ = 10 - 0

Interview

Persona and suitability for the job = 5-0
 Awareness of the relevant sectoral issues²⁵⁸ = 5-0

Priority Lists

1.DEC²⁵⁹ shall give Priority lists for each District and Tehsil Nazim/Mayor/Chairperson and District Councillors
 2.TEC²⁶⁰ shall give Priority lists for each Tehsil Nazim/Mayor/Chairperson, UC Chairman and Tehsil Councillors
 3.UEC²⁶¹ shall give priority lists for each UC Councillors

²⁵⁶ pHD or mPhil

²⁵⁷ Score as awarded by party management cell on objective data analysis

²⁵⁸ Women on gender issues , minorities on minority issues and Labour on labour issues

²⁵⁹ District Executive Committee

²⁶⁰ Tehsil Executive Committee

²⁶¹ UC Executive Committee

XIV. Party Manifesto Committee

1. The Chairman shall form a Party Manifesto Committee headed by a senior leader, who is a member of the party for not less than eight years duration , with the approval of the CEC, within six months of getting elected²⁶².
2. Central Secretaries for Good Governance, Economic Affairs, Planning & Development and Geopolitics shall be members of the committee.
3. Provincial Secretaries for Good Governance, Economic Affairs and Planning & Development shall be the members of the Committee.
4. The Chairman shall further appoint any number of academics and professionals from within or outside the party in consultation with the Chairperson of the Manifesto Committee.
5. The manifesto committee can co-opt and form sectoral specialist sub-committees from among the members of the Think Tanks²⁶³, at centre or provinces, who had prepared policy papers.
6. The Party Manifesto Committee shall be assisted by all the wing presidents and Sectoral Secretaries as and when required by the Party Manifesto Committee.
7. The Party Manifesto Committee shall complete the manifesto and present to CEC for approval within six months of its formation.
8. After approval from CEC, the Party Manifesto shall be presented before the annual National Council meeting for adoption and presentation to the public.

²⁶² that is almost 2 years before next scheduled GE

²⁶³ Think Tanks formed by the central & provincial secretaries of Economic affairs, Geopolitics, planning & development and Good Governance

XV. Joining from Other Political Parties

1. This clause shall apply to members of other political parties who are current or ex parliamentarians²⁶⁴, current or ex members of the elected Local Government bodies and current or ex party office holders.
2. Potential Provincial or National Assembly aspirants shall apply to the Divisional Executive Committee (DivEC) while potential Local Government aspirants shall apply to the District Executive Committee (DEC).
3. The relevant executive committees shall deliberate upon following factors,
 - 3.1. Need²⁶⁵
 - 3.2. Political and financial record²⁶⁶
4. DEC shall send recommendations to the DivEC while DivEC shall send recommendations to the PEC²⁶⁷ who shall take the final decision.
5. PEC may over-rule the decision of the DivEC and CEC may over-rule the decision of the PEC.
6. Any joining in contravention of this procedure shall stand nullified, ab initio.

XVI. Amendment to the Constitution

1. An amendment to the Constitution can be moved by the Central Executive Committee before the National Council. An amendment can also be moved by one-third of the total membership of the National Council.
2. The constitution of the Party can be amended by the National Council provided that the proposed amendment is approved by at least two-third of the members present. The Chairman may refer back to the Council for reconsideration of the amendment which may again be passed by two-third of the members present.
3. Provided that the proposed amendment shall be circulated amongst the members of the National Council at least fourteen days prior to the meeting.
4. After every amendment the amended copy of the Party Constitution shall be deposited with the PTI FedEC who in turn shall submit it to the Election Commission of Pakistan.

²⁶⁴ National or Provincial

²⁶⁵ Would it cause disruption to the local party chapter and sitting parliamentarians

²⁶⁶ political and financial record need to be clean

²⁶⁷ Provincial Executive Committee

XVII. Pre-qualification Criteria for the Secretaries

Party Federal Election Commission (FedEC) shall verify the credentials of all the secretarial Candidates (Administrative, Policy Development and Sectoral)

The FedEC might relax the criteria provided no candidate is available fulfilling the criteria hereunder.

1. Secretary Finance

1.1. Central and Provincial

- 1.1.1. A graduate
- 1.1.2. Banker or Chartered Accountant
- 1.1.3. Possessing Full knowledge of Financial working, monetary transactions and accounts register

1.2. Division and below

- 1.2.1. Preferably a Graduate/ at least matriculate
- 1.2.2. Preferably banker
- 1.2.3. Possessing Full knowledge of Financial working, monetary transactions and accounts register

2. Secretary Information

2.1. Central and Provincial

- 2.1.1. Graduate
- 2.1.2. 5 Years experience in Print/Social/Electronic Media

2.2. Division and below

- 2.2.1. Journalist Background/Social Media experience > 2 years
- 2.2.2. An intermediate and proficient in computer skills

3. Secretary Education and Training

3.1. Central and Provincial

- 3.1.1. A post Graduate,
- 3.1.2. Party Membership > 5 years
- 3.1.3. Political Party Worker > 10
- 3.1.4. Well versed in Party Constitution
- 3.1.5. Proficient in speaking skills

3.2. Division and below

- 3.2.1. A Graduate
- 3.2.2. Party Membership > 1 years
- 3.2.3. Political Party Worker > 2-5 years

3.2.4. Well versed in Party Constitution

3.2.5. Proficient in speaking skills

4. **Secretary Economic Affairs**

4.1. Bachelors in Economy, MBA Finance, M Com, CA, ACMA or equivalent degree

4.2. Advantage: Masters in Economy, (Monetary or Financial)

4.3. 15 years post qualification experience including minimum five years in senior management position in public or corporate sector.

4.4. Those involved in making public policy, developing strategies and business plans and part of or headed Implementation or Delivery teams would be preferred.

4.5. Advantage: Published Research Papers.

5. **Secretary Geopolitics**

5.1. Bachelors in Political Science, International Relations, Strategic Management and Planning or related area

5.2. Advantage: Masters in Geopolitics

5.3. Post qualification experience of 20 years including 7 years at a senior management post in foreign affairs, public sector, policy making institutions or a faculty in reputable university or institute.

5.4. Advantage: Those involved in dealing with foreign journalists, Think Tanks and embassies would be preferred.

5.5. Advantage: Published articles, research papers

6. **Secretary Good Governance**

6.1. A degree in Law, Public Administration, MBA or equivalent field

6.2. Post qualification experience of 20 years including 7 years in senior position in Management, Education, Health, Administration or related area in public, private or corporate sector

6.3. Advantage: Prior working experience at DMG or equivalent level

7. **Secretary Planning and Development**

7.1. A degree in Engineering, MBA, Public Administration or equivalent field

7.2. Post qualification experience of 20 years including 7 years at a senior position in public sector, Multinational Corporation or top Consulting firms in at least two of the fields that the incumbent would be looking after (e.g:Energy and Water etc).

7.3. Advantage: Published articles in reputable journals would be an advantage.

8. **Secretary OIC**

8.1. A Graduate

8.2. Party membership standing > 5 years

8.3. Preferably a dual national

9. Secretary Kissan

9.1. Central and Provincial

9.2. Land ownership < 100 acres

9.3. Work Experience in Kissan Organisations > 6 years

9.4. Party membership > 2 years

9.5. Division and below

9.6. Land ownership < 25 acres

9.7. Party membership > 2 years

10. Secretary Traders

10.1. Central and Provincial

10.1.1. Trader

10.1.2. Work Experience in Trader Organisations at National Level > 2 years

10.1.3. Work Experience in Trader Organisations at Provincial Level > 5 years

10.1.4. Party membership > 2 years

10.2. Division and below

10.2.1. Trader

10.2.2. Party membership > 2 years

11. Secretary Industries

11.1. Central and Provincial

11.1.1. A graduate

11.1.2. Owner of an industrial unit

11.1.3. Work Experience in organising industrial events

11.1.4. Party membership > 2 years

11.2. Division and below

11.2.1. Owner of Industrial Unit

11.2.2. Party membership > 2 years

12. Secretary Religious Affairs and Interfaith Harmony

12.1. Central Secretary:

12.1.1. Post-Graduate from recognised Institution with specialisation in at least one field of Religious teachings

12.1.2. Proficient in speaking and writing of Urdu, one European Language, Arabic, Persian

12.1.3. Author of at least 3 books on different subjects

12.1.4. non-sectarian background

12.2. Provincial Secretary:

12.2.1. Post-Graduate from recognised Institution with specialisation in one field of Religious teachings.

12.2.2. Proficient in speaking and writing of Urdu, Arabic, Persian

12.2.3. non-sectarian background

12.3. District and Division

12.3.1. Graduate from any Recognised institution.

12.3.2. non-sectarian background

12.3.3. Clean past record

13. Secretary Engineers

13.1. Centre: Postgraduate, Member PEC as a 'Professional Engineer', Specialist Experience > 10 years,

13.2. Province: Graduate, Member PEC as a 'Registered Engineer', Specialist Experience > 5 years,

13.3. Division: Graduate, Member PEC as a 'Registered Engineer', Specialist Experience > 2 years,

13.4. District: Diploma Engineer (DAE), Member PEC as a 'Registered Engineer' > 1 year or Experience of DAE > 5 years,

14. Secretary Teachers

14.1. Minimum Age 25, Minimum Education = Graduation, PTI membership = 2 years, 5 years professional experience for province/centre while 2 years for the lower tiers

14.2. Must have a good rapport with the teacher community (Public and Private) at her/his respective Provincial/District/Tehsil/UC level.

14.3. Must be aware of and have ground experience of all issues related to teachers.

14.4. Must have the ability to mobilise support and organise meetings of the teacher community in their respective areas.

15. Secretary Welfare

15.1. Central and Provincial

15.1.1. A post-graduate

15.1.2. Work Experience in Welfare organisations/NGO > 5 years

15.1.3. Party membership > 2 years

15.2. Division and below

15.2.1. Preferably a Graduate/ at least matriculate

15.2.2. Work Experience in welfare projects > 1 year

16. Secretary Sports and Culture

16.1. Central and Provincial

16.1.1. An ex-sportsperson of national/international stature / An artist of national Stature

16.1.2. Experience in organising sports or Cultural events of national level

16.2. Division and below

16.2.1. An ex-sportsperson or Artist of District/Division stature

16.2.2. Experience in organising sports / Cultural events of District level.



By-Laws

Organisation of International Chapters (OIC)

PAKISTAN TEHREEK-E-INSAF

2020

Passed by CEC



CO's Signatures

Dated

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I. Preamble

These by-laws are prepared under the Pakistan Tehreek-e-Insaf Constitution 2019 clause VI-8-f.4 and ;

1. Are applicable to all the members/chapters of the PTI Organisation of the International Chapters
2. Shall supplement and not replace PTI Constitution 2019
3. Shall always be read and understood along with the relevant provisions of the PTI Constitution 2019
4. Notwithstanding herein, all laws of the host country are to be followed and respected.

II. Objectives

1. To recognise expatriates¹ to be a vital resource for human capital and remittances and help utilise this precious human resource towards nation building
2. To organise expatriates under the banner of PTI Organisation of International Chapters (OIC) in order to fulfil the vision of the Founding Chairman Imran Khan to build Pakistan into a truly Modern State on the lines of 'Riyasat-e-Madina' where;
 - 2.1. State power is used expeditiously by the state institutions in the best interest of the people
 - 2.2. Rule of Law is applied equally to the Powerful and the Weak.
 - 2.3. Accountability for all, through Independent Institutions and via free and fair elections
3. To help solve the issues/problems faced by the expatriates;
 - 3.1. In the host countries through the offices of the auspices of the Pakistan High Commission / Embassy
 - 3.2. In Pakistan through the office of Secretary OIC
4. To help implement the voting rights for all overseas Pakistanis and maximise their participation in the National Elections

¹ All Overseas Pakistani who are still holding Pakistani Nationality or are dual nationals, as manifest by the possession of either of the following 1. Pakistani Passports, 2. POC (Pakistan Origin Card) , 3. NICOP (National Identity Card for Overseas Pakistanis)

III. Membership

1. The membership of Pakistan Tehreek-e-Insaf shall be open to all people of Pakistani descent who are at least 18 years of age and resident in one of the host countries² provided they possess either Pakistani Passport or NICOP³ and have provided reasonable proof of local residence⁴ ; and have paid annual membership fee⁵; and fully subscribe to the constitution of the party.
2. Those who sign the membership form shall be deemed to have relinquished membership of any other Pakistani political party.
3. Members/Membership Coordinators (MC⁶) need to register and pay membership fees at overseas.insaf.pk ; each member shall be issued a unique Membership ID after verification from the Finance Board.
4. On registration each member shall be asked for the specific voluntary permission for the following limited information to be shared, for evaluation surveys/opinion polls⁷ and effective communication, with the party leadership and the contesting panels and to further comply with the Election Act⁸, 2017 and the regulations made thereunder:
5.
 - 5.1. Name
 - 5.2. NICOP
 - 5.3. City/State
 - 5.4. Preferred method of contact (either Mobile number or Email ID)
6. Any person in the Middle Eastern countries can register as Membership Coordinator (MC) after registering and payment of specified fees for a Cluster; blue collared expatriates shall be given 75% discount⁹.
7. Membership of the premium 'Insaf Professional Forum¹⁰' shall be independent of the OIC Chapter Organisation.

² belonging to the specified chapter

³ National Identity Card for Overseas Pakistanis

⁴ as determined / required by the OIC Election Commission

⁵ specific for each country

⁶ For the middle eastern countries only

⁷ Conducted by Party Management Cell as per Clause V-8 of PTI Constitution 2019

⁸ As enacted by the National Assembly of Pakistan on October 2, 2017

⁹ Hence cluster size would vary depending upon the number of blue collared expatriates, It will be 25 if all are non-blue collared

¹⁰ Recommended for any professional earning more than \$150,000/annum

IV. Office of the OIC

1. Office of the Secretary OIC shall be represented by the Deputy Secretaries as notified by the Secretary OIC in such numbers as deemed necessary with clearly defined geographical boundaries termed as Zones¹¹.
2. These deputy secretaries shall be nominated / reviewed at any time by the Secretary OIC.

V. Chapters and Regions

1. Secretary OIC shall notify Chapters and Regions after the completion of each membership drive depending upon the membership level.
2. Minimum geographic boundary for one Chapter shall be one Country regardless of the level of membership.
3. Minimum geographic boundary for one region shall be one City regardless of the maximum number of the membership; Secretary OIC shall determine the number and geographic boundaries for the regions contained in any chapter depending upon the demographics of overseas Pakistanis before the start of each electoral cycle through notification.
4. Any City or any geographical contiguous area within a chapter might qualify as a new Region if it crosses the minimum membership criteria of 100¹² members for the Non-Middle Eastern Countries and 8 Membership Coordinators (MC) for one Region of the Middle Eastern Countries.
5. Any Region having less than 100 members / 8 MCs shall be merged with the adjacent Region; no Regional Organisation shall exist in case of any chapter registering less than 400 members / 16 MCs.

¹¹ Currently defined zones are five in number; 1.North America, 2.UK ,Scotland and Ireland, 3. Europe, 4. Middle-east, 5. Asia-Pacific/Africa

¹² This number was downsized from 200 after consultations from stake holders - 19 August, 2019

6.

Table: International Chapters

Chapters	Regions			
1. KSA	1. Jeddah	2.Mecca	3.Medina	4.Yanbu
	5.Duba	6.Tabuk	7.Abha	8.Jubail
	9.Dammam	10.Riyadh	11.Hofuf	12.Khafji
	13.Bursydah	14.Albahah	15.Dhahran	16.Hafr Albatin
	17.Khobar	18.Khamis Mushayt	19.Yanbu Taif	20.Jizan
2. Kuwait				
3. Bahrain				
4. Qatar				
5. UAE	1.Abu Dhabi	2. Dubai	3. Sharjah	4.Ras Al Khaima
	5.Ajman	6.Fujairah	7. Umm al Quain	
6. Oman	1.Musqat	2. Salalah		
7. UK	1. East England	2. East Midlands	3. East of Scotland	4. London
	5. North East	6. North West	7.South East	8. South West
	7.South East	8. South West	9. Wales	10. West Midlands
	11. West of Scotland	12. Yorkshire & Humberside		13. Northern Ireland
8. Austria				
9. France				
10. Switzerland				
11. Germany				
12. Sweden				
13. Belgium				
14. Norway				
15. Denmark				
16. Holland				
17. Spain				
18. Italy				
19. Greece				
20. Australia & Newzealand	1. Western Australia	2. NSW	3. Victoria	4. Newzealand
21. Malaysia				
22. Hong Kong				
23. Japan				

OIC by-laws 2019

Chapters	Regions			
24. USA	1. Northeast Region (N)	2. Southeast Region (S)	3. South East Region (SE)	4. Midwest Region (M)
	5. South Central Region (SC)	6. Western Region (W)		
25. Canada	1. Western (Vancouver, BC)	2. Calgary (Calgary, AB)	3. Central Region (Winnipeg, MB)	4. Ontario (Toronto, ON)
	5. Quebec (Montreal, QC)	6. Eastern/Northeastern (Atlantic)		
26. South Korea				
27. South Africa				
28. Mozambique				
29. Swaziland				

VI. Organisational Structure and Functions

1. Chapter

- a. A Chapter comprises all members and office holders of the Regional , Country Organisations¹³ and Insaf Professional Forum within one given Chapter as provided in the 'International Chapters' table.
- b. Tenure of OIC Chapters shall be one year effective from the date of official notification of the executive body by OIC Election Commission.
- c. A Chapter shall be deemed to be complete provided it had registered a minimum total of 100¹⁴ members in any Non-Middle Eastern Chapter and a minimum total of 8 MCs in any Middle Eastern Chapter; elections shall be held in such a Non-Middle Eastern Chapter while nominations by agreement of the majority of the constituents shall be made in such a Middle Eastern Chapter.
- d. Secretary OIC may appoint a Focal Person for Membership in such chapters where minimum level of membership has not been achieved, in order to organise it.
- e. In case of more than one country in any given Chapter: Structure and functions of the Chapter shall be the same as that of the Country Organisation given herein.
- f. In case of no Region in any given Chapter/Country: Elections/ Nominations shall be held/made as per Regional Organisation given herein.

1.1. Regional Organisation

- 1.1.1. In Non-Middle Eastern Countries: Constituents shall comprise all the registered members in the respective Region and elections shall be held by electronic secret ballot among contesting panels.
- 1.1.2. In Middle Eastern Countries: Constituents shall comprise all the MCs and appointments shall be made by the agreement of the majority of the constituents; in case of failure of agreement, OIC-EC shall make the appointments against the designations.

1.1.3. Regional Executive Body

shall comprise following¹⁵;

1. President	4. Additional General Secretary
2. Senior Vice President	5. Secretary Information
3. General Secretary	6. Secretary Women

¹³ A Chapter may comprise of one or more Country organisations

¹⁴ This number was downsized from 200 after consultations from stake holders - 19 August, 2019

¹⁵ all elected as part of the contesting panel

f. Functions

- f.1. Primary function shall be the membership drive. At no point in time membership shall be allowed to fall below 75% of the original numbers¹⁶.Reinforcement.
- f.2. To effectively communicate¹⁷ with the members to keep them informed on party position on all topical issues and get their feed back.
- f.3. To represent party in the local media on party position on topical issues.
- f.4. Keep liaison with the respective Pakistani Consulate/High Commission / Embassy to help resolve issues/problems faced by the members.
- f.5. To hold regular bi-monthly Executive Body meetings
- f.6. To hold Fund Raising Events as per Central Finance Policy Manual / Central Finance Board directions.
- f.7. Might appoint further sectoral¹⁸ secretaries with majority decision as per PTI Constitution 2019.
- f.8. To keep informed and send regular reports of all activities/event to the Country Executive Body members and to the Party Management Cell, electronically.

1.2. Country Organisation

- 1.2.1. Constituents shall comprise all the members¹⁹; however, candidates for elections shall only be from amongst the members of the elected²⁰ executive body of the relevant region(s)/chapter; provided that the contained regions equal or exceed a total of four²¹.
- 1.2.2. In Non-Middle Eastern Countries: Elections shall be held through electronic voting.
- 1.2.3. In Middle Eastern Countries: Appointments shall be made by the agreement of the majority of the constituents by the appointed OIC-EC Delegate; in case of failure of agreement, Secretary OIC or Sec.OIC Delegate shall make the appointments against the designations.

¹⁶ Original numbers is the membership level at the time of election / nomination of the relevant body.

¹⁷ In physical events, electronic or printed matter

¹⁸ Like trade, commerce, youth, sports and culture

¹⁹ All valid members contained within that country

²⁰ appointed in middle eastern countries as provided herein

²¹ In case of less than four regions, any valid paid member shall be able to run for country organisation

1.2.4. Country Executive Body

Shall comprise Following²²;

1. President	4. Additional General Secretary
2. Senior Vice President	5. Secretary Information
3. General Secretary	6. Secretary Women

f. Functions

- f.1. Primary Function shall be to keep liaison with the Pakistani High Commission / Embassy, Secretary OIC and Ministry for Overseas Pakistanis to help resolve issues/Problems of the OIC members.
- f.2. To coordinate and host visits/receptions of any Central Party Leaders or members of the cabinet.
- f.3. To effectively communicate²³ with the members of the Regional Executive Bodies to keep them informed on party position on all topical issues and get their feed back.
- f.4. To represent party in the national media of the host country on party position on topical issues.
- f.5. To hold regular bi-monthly Executive Body meetings
- f.6. To hold Fund Raising Events as per Central Finance Manual.
- f.7. Might appoint further sectoral²⁴ secretaries with majority decision as per PTI Constitution 2019.
- f.8. To keep informed and send regular reports of all activities/event to the Secretary OIC and to the Party Management Cell, electronically.

1.3. Insaf Professional Forum²⁵

- 1.1. It shall comprise of all such professionals and business people who opted to register as member of this august body in any chapter for any of the following reasons;
 - 1.1.1. To do sabbatical work in any of the specialist subject areas²⁶ in any private/public institution²⁷ of Pakistan
 - 1.1.2. To establish associations with professional bodies in Pakistan
 - 1.1.3. To establish business franchises/partnerships in Pakistan

²² all elected as part of the contesting panel

²³ In physical events, electronic or printed matter

²⁴ Like trade, commerce, youth, sports and culture

²⁵ This being a new entity newer features might be added as it grows

²⁶ Any speciality of Medicine, Surgery, Engineering speciality , metaphysics, Art, philosophy ,journalism, literature or Language sciences

²⁷ University, Research institute, Industry or any service delivery department

- 1.1.4. Who might be planning to migrate back to homeland at some point in future before or after retirement.
- 1.2. Secretary OIC might appoint a Convenor for each Chapter until a time that the forum registers a total of 20 members; at this point Forum members shall agree among themselves to appoint one member as Coordinator.
- f. Functions
 - f.1. Shall only report to the Secretary OIC.
 - f.2. Shall hold at least bi-annual meetings of the forum.
 - f.3. Forum members might hold International Convention in Pakistan on any particular subject or on an array of subjects.
 - f.4. Forum members might host any visiting Party Leader²⁸ of National stature for discussions on national issues or fundraising²⁹.
 - f.5. Convenor/Coordinator shall keep close liaison with Secretary OIC and any focal person³⁰ in Pakistan appointed thereof to help facilitate forum members to achieve their objective of interest.

²⁸ Any Elected member Parliament, Central Party Leaders or Members of the Cabinet in case of party in government

²⁹ For Charitable Causes or for Party

³⁰ Specific Person in any University or other institution of interest

VII. Elections³¹

1. General Provisions

- 1.1. Elections shall only be held in Non-Middle Eastern Countries where it is allowed under the laws of the host country.
- 1.2. In Middle Eastern Countries a delegate from the OIC-EC shall only organise and preside over the process of appointments as provided herein.
- 1.3. No person shall be allowed to contest elections/be appointed³² if have been convicted under the laws of the land for any moral turpitude³³ or Financial embezzlement³⁴; if any office holder gets such conviction during the tenure, shall be liable for disciplinary measure as provided in party constitution.
- 1.4. Any person shall be allowed to hold only one office³⁵.
- 1.5. Any contesting candidate or nominee for appointment³⁶ shall be the resident of the region/chapter in order to be eligible.
- 1.6. There is no provision for "Vote of No-Confidence"
- 1.7. Any seat falling vacant due to incapacity³⁷ or death of the president of the panel of the executive body shall be filled by consensus / majority vote of the remaining winning panel members from among themselves; while any other vacant seat shall be filled through readjustment of current designations of the winning panel and cooption from outside through consensus / majority vote. The process shall be supervised and notified by the OIC Election Commission.

³¹ Or appointments in Middle Eastern Countries where elections cannot be held

³² in Middle Eastern Countries

³³ such as Sexual Assault, Murder, Terrorism or any other violent activity

³⁴ Conviction for monetary fraud with any employer (Public or Private) or any individual

³⁵ means cannot hold two position in one organisation or a position in two organisations

³⁶ in case Middle Eastern Countries

³⁷ due to Disciplinary / health issues

2. OIC Election Commission (OIC-EC)

- 2.1. Federal Election Commission (FedEC) shall nominate a three member³⁸ Election Commission for each Non-Middle Eastern Chapter in consultation with Secretary OIC who shall conduct the electoral process in the chapter.
- 2.2. FedEC shall nominate a delegate for each Middle Eastern Chapter in consultation with the Secretary OIC who shall preside the process of appointments to the Regions and Chapter Organisation as provided herein; this OIC-EC delegate shall notify appointments thus made, to the Sec-OIC and Party Management Cell.
- 2.3. FedEC shall be the final appellate authority.
- 2.4. In case of non-existence of FedEC³⁹: SG shall make the appointments to the OIC-EC in consultation with the Secretary OIC.

f.6. Functions

- f.6.1. The OIC-EC shall develop the procedure and code of conduct for its internal working; in accordance with the OIC by-laws; and notify the same on the website.
- f.6.2. The OIC-EC shall be responsible to take a written Declaration from each registering MC in the Middle Eastern Chapters, stating and taking full responsibility of adhering to the Election Act 2017 and PTI Constitution 2019 for each member of the own cluster⁴⁰.
- f.6.3. OIC Election Commission shall notify the returned candidates to the Party Management Cell and Federal Election Commission.
- f.6.4. Shall quarterly notify the level of membership to the relevant Executive Bodies and to the Office of the Secretary OIC⁴¹.

³⁸ A person could be made member of OIC-EC for more than one Chapters

³⁹ In the interim while FedEC is being formed

⁴⁰ that the cluster members are the legal Pakistani Ex-Patriates or their Children

⁴¹ Data Repository body like International Finance Board shall be bound to provide numbers accordingly

VIII. Power and Functions of Office Bearers

1.1. The President

- 1.1.1. The President of any Elected Body shall be the head⁴² of the respective executive body. The president's primary function is to lead, motivate, understand and communicate party vision and strategy. Moreover, president shall guide general secretary in performing administrative and executive functions.
- 1.1.2. The president shall maintain contacts with the media persons of the level, effectively conveying party vision and policy.
- 1.1.3. The President may preside all meetings and political events of the organisation.
- 1.1.4. The President shall act as team leader, communicating with all of the executive body members building consensus around issues through informed exhaustive collective decision making.
- 1.1.5. The President shall be responsible for any reconciliation that may be required within the executive committee.

1.2. Senior Vice President (SVP)

- 1.1. To assist President in conducting any or all presidential functions as assigned by the President.
- 1.2. In case of in-capacitance⁴³ or death of the President, SVP shall perform as Acting President until the vacancy is filled as provided herein.

1.3. The General Secretary (GS)

- 1.3.1. The job of the General Secretary (GS) is to head the administrative arm of the organisation under the guidance of the President.
- 1.3.2. The GS shall plan, execute, coordinate and implement all decisions taken by the Executive Body.
- 1.3.3. The GS is ultimately responsible to plan, organise, coordinate and execute visits and receptions of the leaders, under the directions of the executive body, and forward reports and data such generated to the Party Management Cell.
- 1.3.4. The GS shall issue notifications, circulars and instructions with the approval of the president, and forwarding all such data, preferably electronically, to the Party Management Cell.
- 1.3.5. The GS is ultimately responsible to maintain, update and preserve in a transparent manner, all the office record and data, minutes-of-the-meeting register and attendance register. The GS shall make such data available to the members when required/demanded.

⁴² The leader

⁴³ Health / legal issues

1.4. Additional General Secretary (AGS)

- 1.1. To assist GS in conducting any or all GS functions as assigned by the GS.
- 1.2. In case of in-capacitance or death of the GS, AGS shall perform as Acting GS until the vacancy is filled as provided herein.

1.3. Secretary Information

- 1.3.1. Secretary Information shall be the main spokesperson, of the relevant executive body, to effectively present party narrative to the media, and shall maintain appropriate contacts with the media persons for the job.

1.4. Secretary Finance

- 1.4.1. Secretary Finance may be appointed by the General Secretary in consultation with the President and consensus / majority vote of the Executive Body.
- 1.4.2. Secretary Finance shall be responsible to keep all the accounts and ledgers in order and ready for the annual internal and external audits for the relevant organisation in line with the Central Finance Policy Manual.
- 1.4.3. Shall obtain all financial records and material from his predecessor on taking office including any membership payment records, previous audit reports, monthly financial reports and bank statements.

1.5. Secretary Women

- 1.5.1. Shall devise a plan for the approval of executive body outlining the targets, strategy and execution to enhance political awareness / membership among women.
- 1.5.2. Build a team of women under her leadership, assign responsibilities, guide and monitor her team's performance.
- 1.5.3. Increase women membership, their involvement & participation in organisational⁴⁴ matters.
- 1.5.4. Perform other responsibilities as assigned by the Executive Body.

1.6. Secretary Youth

- 1.6.1. Shall be appointed by the consensus / majority vote of the executive body.
- 1.6.2. Shall devise a plan for the approval of executive body outlining the targets, strategy and execution to enhance political awareness / membership among youth.
- 1.6.3. Introduce PTI in Pakistani student communities in Institutions and Universities.

⁴⁴ Regional or Country

- 1.6.4. Increase youth membership, their involvement and participation in organisational's matters; help organise recreational / study tours to Pakistan for interested youth.
- 1.6.5. Perform other responsibilities as assigned by the Executive Body.

1.7. Other Sectoral Secretaries

- 1.7.1. Executive body of any given Region / Chapter might appoint secretaries for any other sector to enhance PTI message and appeal with clear functions and powers.

1.8. Deputy Secretary OIC

- 1.8.1. Primary function is to act as Coordinating officer for Sec OIC for National / Regional Elected bodies.
- 1.8.2. In case of interpersonal dispute among the office holders of the contained executive bodies the relevant Deputy Secretary shall adopt the role of 'Mediator' as per article XII-3 of the party constitution and follow the procedure therein.
- 1.8.3. Shall notify focal persons for new membership drive in regions / countries where elected⁴⁵ bodies do not exist.
- 1.8.4. Shall lead the membership drive in regions / countries where executive body ceases to exist due to fall of membership below 33% of the original membership as per directions of the Secretary OIC.
- 1.8.5. Shall monitor and report Key Performance Indicators (KPIs) of the Executive Bodies to the Secretary OIC.
- 1.8.6. Shall refrain from any interference in administrative and political activities of the Executive Bodies of the chapter and any partaking in local political grouping; a violation shall cause removal of the nomination.

IX. Evaluation

- 1. Evaluation shall be carried out by the Party Management Cell as per PTI Constitution 2019 article V-8.12 against the functions of the Organisations and office holders given herein.

⁴⁵ appointed in middle eastern countries

X. Finance

1. International Finance Board

- 1.1. A three member International Finance Board⁴⁶ shall be appointed by the Central Finance Board with one member nominated as head. Secretary OIC shall be the ex-officio member of the board.
- 1.2. International Finance Board (IFB) shall be responsible for the deposition of membership fees / donations / contributions from all OIC chapters as per Central Finance Policy Manual.
- 1.3. Central Secretary Finance shall supervise IFB by default. IFB shall keep effective coordination with Central Finance Department and shall provide records of donors / contributors / members and the amount received within a stipulated time⁴⁷ giving full particulars to comply with relevant local and Pakistani laws.
- 1.4. International Finance Board shall provide access to real time electronic⁴⁸ information to the office of the OIC on the status/progress of the membership drive in each region/chapter comprising following;
 - 1.4.1. Region and Chapter wise membership numbers (Paid up or in default)
 - 1.4.2. Limited information for those members who opted for such information sharing as provided for herein (Article III-4, on Membership).

2. USA and FARA Registration

- 2.1. Pakistan Tehreek-e-Insaaf USA INC, DBA PTI USA, has been formed to act as an agent to its principal in Pakistan, "Pakistan Tehreek-e-Insaaf", also known as PTI.
- 2.2. PTI USA shall be compliant with all legal requirements of U.S. Department of Justice, Foreign Agents Registration Act (FARA), in all actions and representations.
- 2.3. Country Executive Body of PTI USA as provided in clause V-1.2.4 herein shall register with FARA as Directors of PTI USA and may use the word Director as their position while completing FARA registration forms in case they do not find their own designations on the registering form.
- 2.4. Members of Country Executive Body (registered as Directors of PTI USA with FARA) shall change on conclusion of each electoral cycle as provided herein⁴⁹.

⁴⁶ Currently based in UK

⁴⁷ as per Central Finance Board Policy Manual / directives

⁴⁸ A software Dashboard

⁴⁹ Process and tenure is provided in the by laws herein and liable to be amended as per clause XI.

- 2.5. Any individual/ registrant/ filer/ reporter/ correspondent shall not have any authority to control or hold any document, book or name of PTI USA on permanent basis. All authorities and controls shall automatically transfer to the elected officials on the conclusion of each electoral cycle in PTI USA.
- 2.6. The elected General Secretary shall be the custodian of official documents and corporate books, as written in the responsibilities of GS, in these bylaws. PTI USA may choose to subcontract professional service to ensure compliance with FARA regulations.
- 2.7. President, General secretary, Finance Secretary, Information Secretary and all other officials shall transfer and handover all party books, documents, bank accounts and any other belongings to the newly elected party officials immediately after elections.
- 2.8. All unaddressed, unattended and pending, public and administrative matters and financial issues shall be supposed to be resolved, completed and satisfied, by the current office holder at least one week before the next election of the party and end of their terms. Any office holder who fails to fulfil / satisfy the above-mentioned requirements shall be personally responsible/ liable to fulfil /satisfy these requirements at the cost of his own time and resources to the convenience and satisfaction of the current party officials.

XI. Discipline

1. A three member Zonal⁵⁰ SCAD shall be formed by Cheif of the Central SCAD in consultation with Secretary OIC; one Chief of the Zonal SCAD and two members; Each Zonal SCAD shall act as the inquisitorial Disciplinary body for the contained Chapter(s).
2. Each Zonal SCAD shall follow the functions defined for the Regional⁵¹ SCAD in PTI Constitution 2019 article XII.
3. Appeals against Zonal SCAD decisions shall lie with the Central SCAD as per the procedure defined in article XII of party constitution.
4. Interpersonal matters shall be resolved as per PTI Constitution 2019 article X11-2 (Alternate Dispute Resolution System); the role of the mediator shall be taken by the Regional General Secretary; in the absence of the Regions by the Country GS; in the absence of Country GS by the Chapter GS.

XII. Amendment to the by-laws

1. Amendment to the by-laws shall be prepared by the Secretary OIC in consultations with the elected bodies to be approved by CEC; amended by-laws shall come into force immediately after being passed by a majority vote of CEC quorum.

⁵⁰ Zones as defined by the Secretary OIC as per notification

⁵¹ Previously Provincial

EXECUTION

In accordance with 28 U.S.C. § 1746, and subject to the penalties of 18 U.S.C. § 1001 and 22 U.S.C. § 618, the undersigned swears or affirms under penalty of perjury that he/she has read the information set forth in this statement filed pursuant to the Foreign Agents Registration Act of 1938, as amended, 22 U.S.C. § 611 *et seq.*, that he/she is familiar with the contents thereof, and that such contents are in their entirety true and accurate to the best of his/her knowledge and belief.

Date

Printed Name

Signature

12-08-23Raja Muhammad YaqubRmy