

THE C.E.S College of Arts and Commerce Cuncolim
Code of conduct for election to constitute/ form student council

1. Aims & Objectives

- a. To promote mutual contact, a democratic outlook and a spirit of oneness among the students.
- b. To promote the social, cultural and intellectual development of students.
- c. To promote consciousness among the students of the events taking place around them with a view to better equipping them as responsible and educated citizens and thus to build up a healthy student's movement.
- d. To promote among students a sense of service to the people and duty towards the state.
- e. To promote harmonious relations among all the stake holders, and inculcate a scientific temper among them.
- f. To meet, discuss and make suggestions to College authorities on matters concerning common interest of the students.
- 8. To create awareness about eco-conservation and environment

2. Functions

- a. The Council shall organise cultural function such as debates, lectures, seminars, study circles, essay competitions, dramatic contests, entertainments, publications of magazines, bulletins, wall newspapers, and other functions as and when required/ necessary
- b. The Council shall undertake Social welfare programmes with the objective of inculcating a sense of social responsibility among the students they may carry out social relief-programmes in a flood / drought affected area during any other natural calamity, organise blood donation camps, initiate cooperatives societies etc.

3. Duties

- a. CR/LR shall bring to the notice of the students' Council the problems of the students in the class.
- b. CR/LR shall co-operate with the students' Council in organising the Council activities allotted to their class.
- C. CR/LR shall prepare proposals regarding seminars, workshops

4. No of vacancies

- a. Each class shall elect two representatives (one male and one female)

5. Disqualification

No student shall be eligible to contest CR elections if he/she has completed 25 years of age as on the date of scrutiny of the nomination papers. In case an elected student completes the age of 25 years during his/her term of office he/she shall cease to be a member on the Council on the day he/she attains the age of 25 years.

A student falling in any of the following categories shall not be eligible to contest elections



1. A Student who has backlog of any of the course of earlier concerned examination (External or Internal)

OR

2. A student who is a repeater in a class from which he/she is contesting the elections.

6. Election of General Secretary

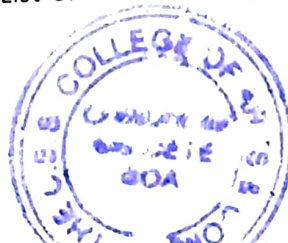
The General Secretary shall be the head of the Student Council and shall be voted directly by all the students of the college by means of Ballot voting.

7. Duties of General Secretary

- a. General Secretary shall be the head of the student council
- b. General Secretary along with student council shall co-ordinate in all kinds of activities that are undertaken by the college

8. Procedure for Election of CR/L

- a. Elections for CR/LR shall be held in respective class and rounding shall commence immediately after voting is over.
- b. The Election in charge by a notification shall fix appoint the date and the places for the following stages:
 1. The nomination of candidates.
 2. The scrutiny of nominations.
 3. The withdrawals of candidature.
 4. The record of votes.
 5. Counting of votes.
- c. On the day and during the hours appointed for nomination of candidate's persons desirous of contesting the election shall file a nomination paper in prescribed Form and, sign it in person
- d. At the time and place appointed for scrutiny of nomination the contesting candidate shall remain present.
- e. The Election officer shall examine the nomination papers and decide all objections raised before him against any nomination, and after such summary inquiry, if any, as he considers necessary reject a nomination paper on any of the following grounds namely:
 - (1) That name of the candidate does not appear in the list of voters.
 - (2) That the name of the proposer and / or seconder wherever applicable does not appear in the list of voters.
 - (3) That on the date fixed for scrutiny of nominations the candidate is more than 25 years of age.
 - (4) That the candidate has failed to comply with any of the provisions required by these regulation
- f. Any candidate may withdraw his/her candidature by a notice in writing subscribed by him/her and delivered to Election in charge/ Head of the Institution during the stipulated time
- g. on expiry of date of withdrawal A List of all contesting candidates shall be posted on the notice board



h. The Ballot paper shall contain all the names in alphabetical order beginning with surname. If two or more candidates bear the same surname, they shall be distinguished by adding their fathers name.

i. There shall be no voting by proxy.

j. Grounds for rejection of ballot papers.

1) If it bears any mark or writing by which the vote can be identified.

2) If no vote is recorded thereon.

3) If the voter has recorded more votes than he/she is entitled to.

4) If the mark indicating the vote thereon is placed in such a manner as to make it doubtful to which candidate the vote has been given

5) If it is a spurious ballot paper

6) If it is so damaged or mutilated that its identity as a genuine ballot paper cannot be established.

7) If it bears a design different from the design of the ballot paper authorised for use at the poll.

k. Instruction regarding voting:

(1) A ballot paper shall be issued to a voter on production of his/her identity card.

(2) The voter shall for the vote he/she gives mark a cross (X) in the column under the heading cross of the ballot paper against the name of the candidate to whom he/she intends to give a vote he/she shall then fold up the marked paper so as to conceal the marking and shall put the paper so folded into the ballot box provided for the purpose and without undue delay leave the polling room.

(3) No ballot paper should be issued to any voter:

i) If he/she is not in a position to produce his/her identity card.

ii) After the hour fixed for closing of the poll except to those voters who were present at the polling station at the time of closing the poll.

l. If there is any dispute or difference of opinion regarding any matter relating to the elections of CRs and GS, it shall be referred to the Election officer who shall decide matter accordingly.

9. Code of Conduct

a. All the candidates contesting the election for all posts shall have equal opportunity to campaign only within the premises of the College.

b. Use of Public Address System shall not be permitted.

c. Campaign shall be limited to the Bonafede students of the College. Interference of Non-Students is strictly prohibited.

d. Use of threats, unfair means, pressure tactics, terrorism, kidnapping, bribing, intimidating, and indulgence in communal, regional and antinational campaign is strictly prohibited.

e. Use of any of the above may disqualify a candidate if found guilty by the Election Officer

f. The candidates are specially barred from utilizing funds from Political Parties or any other source than voluntary contributions from the student body for the purpose of election.

g. The maximum permitted expenditure per candidate shall be Rs. 5000/-

h. Each candidate shall, within two weeks of the declaration of the election result, submit complete and certified by himself/ herself audited accounts to the Election officer. Every candidate shall submit a bio-data to the Election Officer including his/ her details of the membership of various Associations/ Organisations.



- i. Disfiguring of the walls/ property of the College for the purpose of campaigning may disqualify the candidate.
- j. Every contestant shall sign the undertaking that he/ she will abide by the above-mentioned norms.
- k. Any candidate, violating the Code of Conduct mentioned above, may be disqualified for the election if found guilty by the Election Officer

10. Grievance Redressal Mechanism:

In case of any grievance relating to the election, the candidates/students shall approach the Principal. The decision of the principal on all matters concerning elections shall be final and binding

