

**No.F.2(119)-DHE/UDCA/2009**  
**Government of Tripura**  
**Education(Higher) Department**

Dated, Agartala the 24<sup>th</sup> December, 2010.

**NOTIFICATION**

**Subject:-** Guidelines for conducting Election to Student's Union Council of Degree Colleges in Tripura.

The election of the Student's Union Council of General Degree Colleges in Tripura hereinafter referred to as Council shall be held in accordance with the following guidelines. This is in supersession of earlier guidelines issued in this regard.

1. Election of Class Representative and Union Council will be held simultaneously by secret ballot.
2. **Schedule of Election:** The schedule of election for the Council shall be notified by the Principal. The previous Council will stand dissolved on the day the notification is issued.
3. **Election Officials:** The election of the Council shall be conducted by the Officer-in-charge, Union General, nominated by the Teachers Council and appointed by the Principal. He will be assisted by other Officers so nominated by the Teacher's Council and appointed by the Principal. The Officer-in-Charge, Union General shall make necessary arrangement for holding the election. Officer-in-charge of the Election shall appoint Presiding Officers, Polling officers per section.
4. **Election process:** The entire election process shall have to be completed within 15 days from the date of issue of notification.
5. **Posts open for election:** The Council consists of office bearers elected directly by all the students of the College and Class Representatives elected by the students of class or section thereof.

The following offices of the Council are open for contest:

- i) Vice President, ii) General Secretary, iii) Secretary, Social Entertainment, iv) Secretary, Games and Sports, v) Secretary, Common Room for Men students (reserved only for Men students) vi) Secretary, Common Room for Women students (reserved only for Women students), vii) Secretary, Literary Activities, Debates & Meetings, viii) Secretary, Drama, ix) Editor, College Magazine, x) Asstt. Secretary, Social Entertainment, xi) Asstt. Secretary, Literary Activities, Debates and Meetings, xii) Sub-Editors, College Magazine, xiii) Asstt. Secretary, Men's Common Room (reserved for Men students only), xiv) Asstt. Secretary,

Women's Common Room (reserved for Women students only), xv) Asstt. Secretary, Drama (reserved for Women Students) xvi) Asstt. Secretary, Games and Sports.

### **Class of Representatives :**

Each class and section thereof will elect Class Representatives. The number of representatives that a class or section may elect will be determined and notified by the Officer-in-charge of Election taking into consideration the actual strength of a class or section. A candidate contesting for the post of Class Representative will not be allowed to contest for any other post of office bearer of the Council.

### **Mode of Election :**

6. Nomination of candidates :
  - a) The name of a candidate for the post of Class Representative shall have to be proposed by 3(three) eligible voters of that class or section.
  - b) The name of a candidate for the post of an office bearer shall have to be proposed by one eligible voter and supported by 5(five) eligible voters and the name, years, roll numbers and signatures of the candidate and his/her proposer and supporters shall have to be legibly written on the nomination paper. During scrutiny of the Nomination papers, the candidates or his /her agents shall have to produce the fee cards of the candidates and his /her supporters.
7. **Cancellation of Nomination Papers:-** Nomination paper submitted by a candidate may be cancelled on any of the following grounds :-
  - a) If the Nomination paper is not duly filled in or does not bear the signature of requisite number of proposers and supporters or of the candidate.
  - b) If a proposer proposes and supporters supports more than one candidate for the same post.
  - c) If the candidate and or his/ her agent fails to produce the Fee cards of the candidate and his/her proposers and supporters.
  - d) If the candidate and or his/her proposers and supporters are found not to be a bonafide student of the College.
8. **Election Campaign /Code of Conduct :** The candidate and his /her supporters have the democratic right of campaigning in favour of his/her candidature subject to following rules :-
  - a) No poster is to be affixed or written on the walls of the college buildings.

- b) Candidates or their supporters shall not in their election speeches, pamphlets, posters etc. make a personal attack on their rivals and shall not use any obscene or blasphemous expressions.
- c) During Election process regular students in uniform and with proper Fee Card/ College Identity should only be allowed to cast their votes and also take part in the Election process.
- d) Each bonafide Student's organizations of regular students shall be allowed 10 minutes time for campaign with prior permission of the Principal of the College/Institute or the Head of the Department of the Institute, as the case may be.
- e) During election process, no person(s) shall be allowed to enter the college campus, as defined by the college authority without proper Student's Fee Card/ College Identity Card or prior permission of the college authority, as the case may be.
- f) The authority of the colleges/ Institutes should not only be free from bias but they should appear to be free from bias in dealing with all the Student's organizations. The Teacher's Council of the respective College/ Institutes should maintain the sanctity of the Institution.
- g) In case of any violation of the Code of Conduct to the Student's Union Council Election in colleges/Institutes, which would be out of control of the college authority, the College Principal / College authority should immediately take the matter to the notice of the appropriate authority of the Department as well as Police/ Civil Administration and take necessary step as per procedure.
- h) No campaign shall be permitted on the day of preceeding the day of the poll.
- i) The college Principals and other concerned authorities of the colleges/Institutes should ensure compliance to the guidelines by all concerned.

#### 9. Voting:-

##### **Eligibility of voters:**

- a) All students whose names appear in the voter list prepared by the Officer-in-charge, Election are eligible voters.
- b) A voter whose name through omission is not included in the voters list may be allowed to vote if he/she can produce the fee card and other proof to the satisfaction of the Presiding Officer of polling booth. The decision of the Presiding Officer in respect of the eligibility of a voter shall be final.
- c) A candidate or his/her agent may draw the attention of the Presiding Officer as to the eligibility of a voter and the decision of the Presiding Officer as regards the eligibility of a voter shall be final.
- d) **Tendered vote** : If a voter with requisite proof to the satisfaction of the Presiding Officer turns up and finds that his /her vote has been casted, the Presiding Officer shall issue a fresh ballot paper to him /her and the ballot paper issued to him /her shall be marked "Tendered" and this shall not be counted during counting. Only when there is a tie, tendered ballot papers may be counted. The

final decision on such occasions shall be taken by the Officer-in-charge of the Election.

10. **Counting:** The counting of ballot shall be held as far as practicable on the day of election.
11. **Validity of ballot papers :** All ballot papers duly signed by any one of the polling officers and filed by the voter clearly indicating his/her choice in favour of a candidate by a cross sign put in between the lines against the name at a candidate are valid ballot papers provided however that -

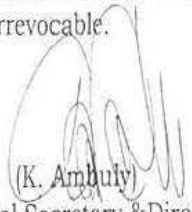
A ballot paper, where any other sign, for example, an asterisk, a plus sign etc. other than the prescribed sign has been used, the counting officer shall take cognizance of the intention of the voter and if he is satisfied as to the intention of the voter, the ballot paper shall not be deemed to be invalid.

If the cross sign crosses the area assigned or overlaps with other line but indicates, without doubts, the choice of a voter, the ballot paper or the vote shall not be deemed to be invalid.

If a voter votes in favour of two or more candidates for the same posts, his /her vote or the votes as the case may be declared invalid in respect of that post/posts only.

If the voters writes his/her identity or writes any comments on the ballot papers, the vote shall be deemed to be invalid.

12. **Recounting:** A prayer for recounting of ballots may be made to the Officer-in-Charge, Election only when the difference of votes between two candidates for a post is 2 (two) or less. In case of a tie, even after recount, one candidate will be elected by lottery.
13. **Appointment of Polling and Counting Agents:** A candidate may appoint one counting agent, one Polling Agent for each of the counting and polling stations. The agent shall have to obtain identity paper from the Officer-in-Charge, Election before hand.
14. **Filing of Objections / protests etc:** All objections are to be made in written application addressed to the Officer-in-Charge, Election, within half an hour of an occurrence of incident or filing of grievance.
15. **Election Tribunal:** The Principal shall nominate three senior Professors to act as members of the Election Tribunal. The Officer-in-Charge, Election may send all the petitions of protest to the Tribunal for immediate decision. The decision of the Tribunal on any matter of dispute shall be final and irrevocable.

  
(K. Ambuly)  
Special Secretary & Director  
Higher Education Department  
Tripura. 29/10/10

no: 2950/18

Copy to :-

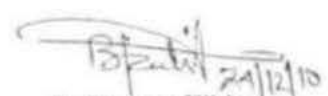
1. The Principal, M.B.B. College, Agartala for information and necessary action.
2. The Principal, B.B. Memorial College, Agartala for information and necessary action.
3. The Principal, Womens' College, Agartala for information and necessary action.
4. The Principal, Ramthakur College, Agartala for information and necessary action.
5. The Principal, D.D. Memorial College, Khowai, West Tripura for information and necessary action.
6. The Principal, Kabi Nazrul Mahavidyalaya, Sonamura, West Tripura for information and necessary action.
7. The Principal(I/C), R.K. Mahavidyalaya, Kailashahr, North Tripura for information and necessary action.
8. The Principal(I/C), Govt. Degree College, Dharmanagar, North Tripura for information and necessary action.
9. The Principal(I/C), Ambedkar College, Fatikroy, North Tripura for information and necessary action.
10. The Principal, Belonia College, Belonia, South Tripura for information and necessary action.
11. The Principal, N.S. Mahavidyalaya, Udaipur, South Tripura for information and necessary action.
12. The Principal(I/C), Michael Madhusudhan Dutta College, Sabroom, South Tripura for information and necessary action.
13. The Principal(I/C), Govt. Degree College, Amarpur, South Tripura for information and necessary action.
14. The Principal(I/C), Govt. Degree College, Kamalpur, Dhalai for information and necessary action.
15. The Principal(I/C), Govt. Degree College, Khumulwng, Jirania, West Tripura for information and necessary action.

Copy to:-

1. S.P. West/South/North/Dhalai District for information
2. The Sub-Divisional Magistrate \_\_\_\_\_ for information.

Copy also to:-

1. The P.S. to the Minister, Education (Higher) Deptt., Tripura
2. The P.S. to the Principal Secretary, Higher Education Department.
3. The P.A. to the Director, Higher Education Department.
4. The Managing Director, Tripura info.com for publication in the Departmental website.

  
 For Director of Higher  
 Education  
 Tripura.