

THE STUDENTS' UNION STATUTES OF KOLHAN UNIVERSITY
(Based on the recommendations of Lyngdoh committee as per the judgment of Hon'ble Supreme Court of India,2006)

WHEREAS section 43(1) of the **Jharkhand State Universities Act, 2000** directs to form a Union of students of the University consisting of all the students of the colleges and departments of the university.

WHEREAS section 43(2) (Subs. By Act 68 of 1982) suggests that the organization and functions of the university Students' Union shall be prescribed by the statutes.

CHAPTER – I

SECTION 43 (2) NAME OF THE STATUTES.

1. THESE STATUTES MAY BE CALLED THE STUDENTS' UNION STATUTES OF THE UNIVERSITY AND THIS WILL APPLY TO KOLHAN UNIVERSITY.

- (i) There shall be University Students' Union of which all students of the university Departments and the colleges in the university shall be members.
- (ii) Each college and the University Department, taken as a whole shall have their own students' union which will be the constituent units of the University Students' Union.
- (iii) Election of students' union be held on a yearly basis. The process be completed latest by the end of September every year. Entire process of elections, commencing from the date of filing of nomination papers to the date of declaration of results, including the campaign period be completed within 10 days.

2. THE TERMS USED IN THESE STATUES, SHALL HAVE THE MEANING AS SET FORTH BELOW:

- a) **'Candidate'** means a person who is student of Kolhan University and member of the union and going to contest a position in a students' union election.
- b) **"GC"** means The General council of the students' Union.
- c) **"Campaign materials"** means any printed or electronic material prepared and distributed by a candidate and it includes banners, posters, pamphlets, e-mail, interviews. Wall writing and sticking of posters on walls are not under compaign materials, thus not allowed.
- d) **"Chief Returning Officer"** means a person appointed among the Officers/teachers to act as chief Returning Officer (**CRO**) who will also known as **Chairman Advisory Council** of Students' election.
- e) **Returning Officers** means a person appointed among the Officers/teachers to act as returning officer in a college and the senior most Dean/Officers in the University Departments.
- f) **"Deputy Returning Officer"** means the person appointed among the Officers/teachers to act as deputy returning officer (**DRO**) to co-operate and assist the Returning officer.
- g) **Advisory Council** means a body which includes officers/teachers in the colleges, Deans/Officers in the University Departments and all Deans and three Senior Principals and three active Teachers of the University Departments to be nominated by the V.C.
- h) **"Elector"** means a person eligible to vote in a students' union election who is a member of the union.
- i) **"EC"** means **The Executive Council** of the Students' Union of the University.
- j) **"Funds"** means the fund of the students' union to be used for the welfare of the students.
- k) **"Official year"** means from 16th of August of every year to the 15th of August of the following year.

- l) **Chief Patron** means the Vice-Chancellor of Kolhan University.
- m) **Patron** means the Pro-Vice-Chancellor for University Students' Union, Dean Students' Welfare for the Students' Union of the University Departments, and Principal for the college Students' Union.
- n) **Staff advisors** means members of the Advisory Council.

3. OFFICE:

The office of the University students' union will be located in the premises of the University campus. It shall be its official address. The office of the college/University Department students' union will be located in their respective college/University Department Campus and that shall be their official address.

4. AIMS AND OBJECTIVES:

The following will be the aims and objectives of the Students' Union.

- (i) To foster students activities and unity, designed to inculcate sense of responsibility and discipline among the students.
- (ii) To promote and enrich intellectual educational, cultural and physical development of the students.
- (iii) To encourage co-curriculum activities amongst students.
- (iv) To promote among the students of the University, a sense of service to the people and duty towards the state.
- (v) To promote harmonious relations among all sections of the University community.
- (vi) To meet, discuss and make representations to the University authorities on matters concerning common interest of the students.

5. ACTIVITIES:

- (i) To organize debates, elocution competition, essay competition, Seminars, Symposium, Excursion and Tour, Dramatic activities, Social Service and such other activities as are likely to benefit co-curricular activities of the students.
- (ii) To organize and hold sports and games from time to time.
- (iii) To make donation to poor boys' fund of the University, colleges and University departments.
- (iv) To publish magazines, bulletin and wall news papers which may be displayed on the notice board.
- (v) Organizing and running Co-operatives.
- (vi) Such other activities as will help in enhancing aims and objectives of the union.
- (vii) To assist in solving students problems.

CHAPTER – II

6. PATRON:

- (i) The Vice-Chancellor shall be the patron in chief of all the students' union.
- (ii) The Pro-Vice-Chancellor shall be the Patron of the students' union of the University.
- (iii) The Dean Students' Welfare shall be the Patron of the Students' Union of the University Departments.
- (iv) The principal of the college shall be the patron of the College Students' Union.

7. MEMBERSHIP OF THE STUDENTS' UNION:

Only regular students on the rolls of the Institution will be the member of the students' union.

- (i) Every student studying at Degree level and P.G. level in colleges and P.G. level in the University Depts. shall be a member of the Students' union.
- (ii) The students who are studying vocational/self financing courses at the Degree or Diploma/Add-on Course level, P.G. or P.G. Diploma level Course shall also be the members of the Students' Union.
- (iii) Every student registered for Ph.D. and actively engaged in research shall be a member of the Students' Union.

8. FUNDS FOR WELFARE OF THE STUDENTS THROUGH STUDENTS' UNION:

- (i) The membership fee for the Students' Union shall be Rs. 20.00 (Twenty) per student per annum which will be collected at the time of admission.
- (ii) A sum of Rs. 5/- per student per annum shall be credited to the University Students' Union fund out of the fund collected above.

CHAPTER – III**9.A. ELIGIBILITY CRITERIA FOR CANDIDATES:**

- (i) Under graduate students between the ages of 17 and 22 may contest elections.
- (ii) For Professional courses and Colleges the maximum age limit would be 21-24, 17-23 for engineering and 17-24 for medical colleges.
- (iii) For Post Graduate Students the maximum age limit to legitimately contest election would be 24- 25 years.
- (iv) For research students the maximum age limit to legitimately contest an election would be 28 years.
- (v) The date of birth be counted on the first day of nomination.
- (vi) The candidate must be a regular full time student of the College/University. The course duration being at least one year.

9.B. DISABILITY/DISQUALIFICATION FOR STUDENT MEMBERS AS CANDIDATE FOR ELECTION.

No student shall be entitled for election as a candidate if:

- (i) He is not a member of the students' union.
- (ii) He has completed 7 years in the University.
- (iii) He has completed the age of 28 years.
- (iv) He has been held guilty of and punished for use of unfair means at an examination held by college or any University or who has been rusticated by any college or any University or who has been expelled from the hostel of the college or the University on disciplinary grounds.
- (v) He has been sent up for or appeared in the final University examination.
- (vi) No elected office bearers shall be entitled to hold the post of office bearer twice.
- (vii) A member will cease to be a member if he becomes of unsound mind & charge sheeted/ convicted of any criminal offence on record anywhere in India or abroad.
- (viii) Violation of Code of Conduct disqualifies the Students from the candidature.
- (ix) The candidate should in no event have any academic arrears in the year of contesting the election.
- (x) The candidate should have the minimum percentage of attendance as prescribed by the University or 75% attendance, whichever is higher.

Explanation: A mere warning/ show cause notice issued against a student will not be deemed to be a punishment.

9. C. DISASSOCIATION OF STUDENT ELECTIONS AND STUDENT REPRESENTATION FROM POLITICAL PARTIES.

- (i) During the period of the elections no person, who is not a student on the rolls of the college/university, shall be permitted to take in the election process in any capacity.
- (ii) Any person, candidate, or member of the student organization, violating this rule shall be subject to disciplinary proceedings, in addition to the candidature as the case may be, being revoked.

9.D. STUDENTS WHO ARE NOT ELIGIBLE TO VOTE:

- (i) Final year sent up under graduate and post graduate students (General, Professional and Vocational courses) are not eligible to vote.
- (ii) Part time Internal candidate and part time external candidate registered for Ph.D. are not eligible to vote.

9.1. ELECTION RELATED EXPENDITURE AND FINANCIAL ACCOUNTABILITY:

- (i) The maximum permitted expenditure per candidate shall be Rs. 5,000/- (Rs. Five thousand) only.
- (ii) Each candidate shall, within two weeks of the declaration of the result submit complete and audited account to the College/University authorities. The College/University shall publish such published accounts within two days of the submission of such accounts, through a suitable medium so that any member of the student body may freely examine the same.
- (iii) The election of the candidate will be nullified in the event of any non compliance of any event any excessive expenditure.
- (iv) With the view to prevent the in flow of funds from political parties in to the student election process, the candidates are specially barred from utilizing funds from any other sources and violently taken contributions from the student body.

10. THE OFFICE BEARERS OF THE STUDENTS' UNION:

- (i) There shall be the following office bearers of the students' union:

a) College Students' Union (By Direct election):

President – 1
 Vice-President – 1
 Secretary – 1
 Joint Secretary – 1
 Deputy Secretary – 1
 University Representative – 1

b) University Department Students' Union (By direct election):

President – 1
 Vice President – 1
 Secretary – 1
 Joint Secretary – 1
 Deputy Secretary – 1
 University Representative – 1

c) University Students' Union (By indirect election):

President – 1
 Vice President – 1

Secretary – 1
 Joint Secretary – 1
 Deputy Secretary – 1

- (ii) **MODE OF ELECTION:** Whereas the judgment of Hon'ble Supreme Court clearly directs in respect of the Universities with large widespread campuses in its paragraph 6.2.2 of the mode of elections which read as under:
“A system of elections, where colleges and campuses directly elect college and campus office bearers as well as university representatives. The university representatives form an electoral college, which shall elect the University student union office bearers”.
- (iii) All the office bearers and the University Representative of the College and P.G. unions will be directly elected by and from amongst the members of the union by a simple majority vote in accordance with this Constitution and the rules framed there under; provided that the Vice-President and the Joint Secretary will be elected by the members of the union from among such members of the union as will not be taking a final year examination of the university during the year in which they seek election to the office of the Vice-President or Joint Secretary.
- (iv) The office bearers of the Union shall be responsible for the smooth, orderly functioning of the union.
- (v) The office bearers of the University students union will be elected indirectly by the electoral college formed (comprising of the University Representatives).

CHAPTER – IV

10. GENERAL COUNCIL

1. There shall be a General council for College Students' Union, University Department Students' Union and Students' Union of the University.

(i) For College/University Department Students' Union:

- a. The office bearers of the union and the University Representative of the College/University Department.
- b. The Staff Advisors of the union.
- c. The outgoing president of the union, provided he continues to be on the rolls of the College/University Department.

The members mentioned in (b), and (c) above will have no voting right in making decisions of the Students' Union. But they will certainly advice the office bearers.

(ii) For Students' Union of the University:

- a. The office bearers of University Students' Union and all its Constituent Units namely College Students' Union and the Students' Union of the University Department.
- b. The University Representatives of Colleges and University Department.
- c. The Staff advisors of the Union.
- d. The outgoing President of the Union, provided he continues to be on the rolls of the College/University Departments.

The members mentioned in (c) and (d) above will have no voting right.

2. **The General Council will be the supreme authority of their respective Unions and shall carry on its activities of the Union in accordance with the constitution.**

3. Subject to the provisions of this constitution, the General Council of the University Students' Union shall have the power to give such directions to the Executive Council of the University Students' Union.

4. Meetings:

- (i) The General Council will meet at least twice a year.
- (ii) The Executive Council will meet as often as may be necessary, but at least in a month.
- (iii) The meetings of the General Council or the Executive Council will be convened by the Secretary of the Union by giving at least 7 days notice. An emergency meeting of the Executive Council may, however, be convened in consultation with the Staff Advisor by giving at least 24 hours notice.
- (iv) All the meeting of General Council and the Executive Council shall be held at the Union office.
- (v) An Agenda of the meeting will be issued alongwith the notice of the meeting except for an emergency meeting.
- (vi) **Quorum:** In all meeting of the General Council or the Executive Council 1/3rd of the total member ship of the body will constitute the Quorum.

12. THE EXECUTIVE COUNCIL OF THE UNION:

- (i) There shall be an Executive Council of the University Students' Union which shall consist of the following:
 - a) The Executive Council of the University Students' Union shall consists of the office-bearers of the University Students' Union and
 - b) 11 other members to be elected by and from amongst the members of the General council of the University Students' Union by Secret Ballot.
 - c) The Staff Advisors of the Students' Union of the University.
 - d) The outgoing president of the union, provided he/ she continues to be on the rolls of the College/ University Department of this University.
- (ii) The members of the Executive Council mentioned in Sub-clauses (c) and (d) above will have no right to vote in the meeting of the Executive Council.
- (iii) The executive Council will function within the framework of the policies laid down by the General Council and in accordance with the Constitution.
- (iv) The Executive Council may appoint such sub-committees as may be necessary for the conduct of its business. A Sub-Committee, if appointed will be subordinate and responsible to the Executive Council.
- (v) Subject to the provisions of the Constitution the Executive Council may give advice to the office bearers of the Union as it may deem necessary in the discharge of their duties.
- (vi) The Executive Council will be responsible to the General Council.
- (vii) A member of the Executive Council shall cease to hold office as soon as his term of office bearers of his parent union ceases.
- (viii) All the office bearers of the Union shall be responsible to the Executive Council and to the General Council and will function strictly in accordance with the provisions of this Constitution.

13. SATFF ADVISORS OF THE STUDENTS' UNION:

There shall be at least 5-15 Staff Advisors of the Union who shall be appointed/nominated by the:

- (i) Principal in the College from amongst the Senior teachers.
- (ii) Patron in Chief in the University Students' Union from amongst Dean and Principals.

(iii) Patron in Chief in the University Department Students' Union from amongst the Head of the Departments and Deans of Faculties of Kolhan University.

14. THE STAFF ADVISORS WILL BE RESPONSIBLE FOR THE ELECTION PROCESS OF STUDENTS' UNION.

15. UNIVERSITY STUDENTS' UNION FUND/ UNIVERSITY DEPARTMENT UNION FUND/ COLLEGE UNION FUND.

- (i) There shall be a University Students' Union fund in which Rs. 5/- per student all fees and grants received for the University/University Department/College Students' Union will be credited.
- (ii) The Executive Council of the University Students' Union/Students' Union of the University Departments/College Students' Union shall prepare an annual budget for the activities of the Union. The office bearer will act as member of the executive Council of the respective Union.
- (iii) The budget prepared under-clause (ii) shall be approved by the General Council of the University Students' Union.
- (iv) The fund shall be operated by the Registrar on the advice of the Chairman of the Staff Advisors and the Secretary of the University Students' Union;
- (v) The fund be spent only on those items for which provision has been made in the budget.

16. PURPOSE OF THE UNION FUND

The University Students' Union fund, the Students' Union fund of the University Departments and College Students' Union fund shall be spent for the following purposes:

- (i) To organize debates, elocution competition, essay competition, Seminars, Symposium, Excursion and Tour, Dramatic activities, Social Service and such other activities as are likely to benefit co-curricular activities of the students.
- (ii) To organize and hold sports and games, from time to time.
- (iii) To make donation to poor boy fund of the University/ College or University Department.
- (iv) To publish magazines.
- (v) For the maintenance of the office of the Students' Union and other contingent expenditure connected thereto.

17. RESTRICTION OF EXPENDITURE

- (i) No amount of the college/University Department/University students' Union Fund shall be spent for which provision has not been made in the budget in accordance with the purposes for which the fund shall be spent.
- (ii) The Patron-in-Chief or the Patron, as the case may be, may if he/she considers that any item of the budget is not in accordance with the objectives of the Union, shall have powers to disallow that item of the budget.

18. ACCOUNT AUDIT:

There shall be a separate Bank Account at University level for the University students' union which will be operated under joint signatures of Secretary of the Union & D.S.W. on approval of the University as per approved budget. There shall be a University Students' Union fund in which Rs. 5/- per student collected in colleges/PG Departments as Students' Union Welfare fund will be transferred.

Similarly there shall be a separate Bank Account for University Departments Students' Union, which will be operated under joint signatures of Secretary of the University Department Students' Union & Senior most Dean of Faculties on approval of the University as per budget.

Likewise there shall be a separate Bank Account at college level for college students' union, which will be operated under joint signatures of Secretary of the College students' Union & Principal of the College as per approved budget and on approval of the University.

AUDIT:

All the three accounts mentioned above will be audited separately by the Chartered Accountant appointed by the University for the purpose & will be placed before the General Council for approval.

19. POWERS OF THE PATRON-IN-CHIEF OR PATRON OF THE STUDENTS UNION:

- (i) The Patron or the Patron-in-chief, as the case may be, on the advice of the Advisory Council may rescind any resolution or resolutions passed by the Students' Union which are against the objectives of the Union or prejudicial to the interest of the Institution.
- (ii) The Patron or the Patron-in-Chief may convene meetings of the General Council or the Executive Council and address it.
- (iii) When Patron or the Patron-in-Chief, on the advice of the Advisory Council is satisfied that a situation has arisen, when the activities of the Students' Union of the College, the University Department and the University are prejudicial to the interests of the Union or the institution or there has been gross mis-management of the affairs of the Union, he shall have the power to suspend or dissolve the Executive Council and/or the General Council of the Students' Union after recording reasons thereof.

Provided that before suspending or dissolving the Executive Council and/or the General Council of the Students' Union, the Patron or the Patron-in-Chief as the case may be shall allow reasonable opportunity to the Executive Council or the General Council concerned why such action be not taken.

20. POWER TO MAKE RULES:

Subject to the provisions laid down in the Statutes, the Vice-Chancellor may frame such other rules, as he considers necessary, for the election, formation and proper functioning of the University Students' Union.

21. GRIEVANCES REDRESSAL MECHANISM:

21.1 There should be a Grievances Redressal Cell with the Dean, Student Welfare as its Chairman. In addition, one senior faculty member, one senior administrative officer and two final year students – one boy and one girl all nominated by the Vice-Chancellor (till the election results declared, students can be nominated on the basis of merit and/or participation in the co-curricular activities in the previous year). The grievance cell shall be mandated with the redressal of election related grievance, including, but not limited to breaches of the code of conduct of elections and complaints relating to election-related expenditure. This cell would be the regular unit of the institution.

21.2 In pursuit of its duties, the grievance cell may prosecute violators of any aspect of the code of conduct or the ruling of the grievance cell. The grievance cell shall serve as the court of original jurisdiction. The Vice-Chancellor shall have appellate jurisdiction over issues of law and fact in all cases or controversies arising out of the conduct of the elections in which the grievance cell has issued a final decision. Upon review, the Vice-Chancellor may revoke or modify the sanctions imposed by the grievance cell.

21.3 In carrying out the duties of the office, the Grievance cell shall conduct proceedings and hearing necessary to fulfill those duties. In executing those duties they shall have the authority:

- (i) To issue a writ of subpoena to compel candidates, agents, and workers, and to request students to appear and give testimony, as well as produce necessary records, and
- (ii) To inspect the financial reports of any candidate and make these records available for public scrutiny upon request.

21.4 Members of the Grievance cell are prohibited from filing complaints. Any other student may file a complaint with the Grievance cell, within a period of 3 weeks from the date of declaration of results. All complaints must be filed under the name of the student filling the complaint. The Grievance cell shall act on all complaints within 24 hours after they are received by either dismissing them or calling a hearing.

21.5 The Grievance cell may dismiss complaint if :

- (i) The complaint was not filed within the time frame prescribed in section 21.4 above :
- (ii) The complaint fails to state a cause of action for which relief may be granted.
- (iii) The complaint has not and/or likely will not suffer injury or damage.

21.6 If a complaint is not dismissed, then a hearing must be held. The Grievance cell shall inform, in writing, or via e-mail, the complaining party and individuals of groups named in the complaint of the time and place of the hearing. The parties are not considered notified until they have received a copy of the complaint.

21.7 The hearing shall be held at the earliest possible time, but not within twenty-four (24) hours after receipt of the notice described above unless all parties agree to waive the 24 hour time constraint.

21.8 At the time, notice of hearing is issued, the Grievance cell, by majority vote, may issue a temporary restraining order, if it determines that such action is necessary to prevent undue or adverse effects on any individual or entity. Any restraining order, once issued, will remain in effect until a decision of the Grievance cell is announced after the hearing or until rescinded by the Grievance Cell.

21.9 All Grievance Cell hearing, proceedings, and meetings must be open to the public.

21.10 All parties of the Grievance cell hearing shall present themselves at the hearing, may be accompanied by any other student from which they can receive counsel, and have the option to be represented by the counsel.

21.11 For any hearing, a majority of sitting Grievance cell members must be in attendance with the chair of the grievance cell presiding. In the absence of the chair, the responsibility to preside shall fall to an Grievance cell member designed by the chair.

21.12 The Grievance cell will determine the format for the hearing, but must require that both the complaining and responding parties appear physically before the board to discuss the issues through a complaint, answered, rebuttal, and rejoinder format. The purpose of the hearing is to gather the information necessary to make a decision, order, or ruling that will resolve and election dispute. To effectuate this purpose, the following rules should prevail at all hearings:

- (i) Complaining parties shall be allowed no more than two witnesses, however, the Grievance Cell may call witnesses as required. If said witnesses are unable to appear at the hearing, signed affidavits may be submitted to the Grievance cell chair for the purpose of testifying by proxy.
- (ii) All questions and discussions by the parties in dispute shall be directed to the Grievance cell.
- (iii) There shall be no direct or cross-examination of any party or witness by complaining or responding parties during hearings.
- (iv) Reasonable time limits may be set by the Grievance cell provided they give fair and equal treatment to both sides.
- (v) The complaining party shall bear the burden of proof.
- (vi) Decisions, orders and rulings of the Grievance cell must be concurred to by a majority of the Grievance cell present and shall be announced as soon as possible after the hearing. The Grievance cell shall issue a written opinion of the ruling within 12 hours of announcement of the decision.

The written opinion must set forth the findings of fact by the Grievance cell and the conclusions of law in support of it. Written opinions shall set a precedent for a time period of three election cycles for Grievance cell ruling and shall guide the Grievance cell in its proceedings. Upon consideration of prior written opinions, the grievance cell may negate the decision, but must provide written documentation of reasons for doing so.

- (vii) If the decision of the Grievance cell is appealed to the institutional head i.e. The Vice-Chancellor the Grievance cell must immediately submit its ruling to the commission.
- (viii) The Grievance cell shall select the remedy or sanction most appropriate to both the type and severity of the infraction, as well as the stand of mind or intent of the violator as determined by the Grievance cell. Possible remedies and sanctions include, but are not limited to, fines, suspension of campaigning privileges, and disqualification from the election.
- (ix) Any fine or total amount of fines against a candidate in an election cycle may not exceed the spending limit as defined herein above.
- (x) If after a hearing, the Grievance cell finds that provisions of this code were violated by a candidate, or a candidate's agent or workers, the Grievance cell may restrict the candidate, or the candidate's agents or workers, from engaging in some or all campaign activities for some or all of the remainder of the campaign. If an order is issued covering only part of the remaining period, it shall take effect immediately so that after its termination, the candidate will have an opportunity to resume campaigning during the days immediately prior to and including the election days.
- (xi) If, after a hearing, the Grievance cell finds that provisions of either this code of decisions, opinions, orders, or ruling of the Grievance cell have been willfully and blatantly violated by a candidate or a candidate's agents or workers, the Grievance cell may disqualify the candidate.

- (xii) Any party adversely affected by a decision of the Grievance cell may file an appeal with the institutional head i.e. the Vice-Chancellor within twenty four (24) hours after the adverse decision is announced. The Vice-Chancellor shall have discretionary appellate jurisdiction over the Grievance cell. All cases in which error on the part of the Grievance cell is charged.
- (xiii) The decision of the Grievance cell shall stand and shall have full effect until the appeal is heard and decided by the Vice-Chancellor.
- (xiv) The Vice-Chancellor shall hear appeals of Grievance cell rulings as soon as possible, but not within twenty four (24) hours after the Grievance cell delivers to the appellant and the Vice-Chancellor a copy of its written opinion in the case. Appeal may be heard prior to this time, but only if the appellant waives the right to a written opinion and the institutional head agrees to accept the waiver.
- (xv) The Vice-Chancellor can issue suitable orders to suspend or halt the operation of the ruling issued by the Grievance cell until the appeals are decided.
- (xvi) The Vice-Chancellor shall review findings of the Grievance cell when appealed. The institutional head may affirm or overturn the decision of the Grievance cell, or modify the sanctions imposed.”

22. CODE OF CONDUCT

The following instructions should be followed strictly otherwise nomination of the candidate for election will be treated as cancelled:

1. No wall writing and poster pasting in college/University Department/University Head Quarter.
2. Campaign material is defined in the definition section of the Statutes, which will be followed strictly.
3. No campaigning is allowed in the running class rooms.
4. Any type of meeting conducted by the candidate for election of the student’s Union will be allowed only after the prior permission of the Principal/Heads.
5. Caste and religion provocation during campaign is not allowed in any form.
6. No meeting for election purpose is allowed in the Kolhan University office premises.
7. Collection of money in public places is strictly not allowed.
8. The use of Loud Speaker for the purposes of campaigning are strictly prohibited.
9. A candidate is allowed to display one poster/Banner in each college/University Department on the specified place provided by the Institution.
10. All candidates shall be prohibited from indulging or abetting all activities which are considered to be ‘corrupt practices’, and offences, such as bribing of voters, intimidation of voters, impersonation of voters canvassing or the use of propaganda within 100 meters of polling stations, holding public meetings during the period of 24 hours ending with the hour fixed for the close of the pole and the transport and conveyance of voters to and from polling station.
11. Candidate may utilize hand made posters only and pasted as per direction in clause (9).
12. No candidate shall, nor shall his/her supporters, deface or cause any destruction to any property of the University/College campus, for any purpose whatsoever, without the prior written permission of the college/university authorities. All candidates shall be held jointly and severally liable for any destruction/ defacing of any University/ College property.
13. The election commission/College/University authorities shall appoint impartial observers: Government servants may be appointed as observers if the candidates have

any specific complaint or problem regarding the conduct of the elections they may bring the same to the notice of the observer.

14. All candidates shall be jointly responsible for ensuring the cleaning up of the polling area within 48 hours of the conclusion of polling.
15. Any contravention of any of the above mentioned code of conduct it may make the candidates liable to be stripped of his candidature, or his elected post, as the case may be. The election commission/college/university authorities may also take appropriate disciplinary action against such a violator.
16. In addition to the above-mentioned code of conduct, that certain provisions of the India penal code, 1860 (section 153-A and chapter IXA – “offences relating to Election) are applicable to student elections.

23. Maintaining Law and order on the campus during the Election Process:

23.1 Any instance of acute lawlessness or the commission of a criminal offence shall be reported to the police by the University/College authorities as soon as possible, but not later than 6 hours after the alleged commission of the offence.

24. The University should organize leadership training programme with the help of the professional organizations so as to groom and instill in students leaderships qualities.
25. In the event of the office of any major post of office bearers falling vacant within 2 months of elections, the Vice President may be promoted to the post of president and Joint Secretary to the post of secretary as the case may be.
26. As per direction of the Hon’ble Supreme Court of India the responsibility to ensure protection to the college and University administration the direction has been given to the superintendent of Police and In-charge of the Area to provide enough police protection and shall ensure that no untoward incident takes place by providing adequate number of police personnel to be posted near the place of elections.

Appendix – A Total Members In General Council of the College Students’ Union:

1. All the office bearers of the College Union and the University Representative of the college - 06
2. 5 to 15 Nominated Students advisors out of which students of part – I, II, & III depending upon the strength of the college

500	-	5	(minimum)
1500	-	10	
More than 1500	-	15	
NSS	-	01	
NCC	-	01	
College Athletics			
Boy	-	01	
Girl	-	01	

Past President of the Students’ Union – 01

As per reservation policy of Govt. of Jharkhand adopted by Kolhan University.

3. 5 to 15 Staff Advisors depending upon the strength of the college

minim – 500	=	5
1500	=	10
More than 1500	=	15

Appendix – B Total Members in the General Council of the Students’ Union for the University Departments:

1. All the Office bearers and the University Representative - 06
2. 23 Nominated Student advisors from the Students of Part – I and Part – II of each University Department. If the new department is added or may be closed accordingly number may be increased or decreased. The highest marks scorer in Hons./P.G. Part – I is to be nominated as student advisor.

NSS	-	01
NCC	-	01
Athlets		
Boy		01
Girl		01
Past President		01
3. Staff advisors: All the Deans of the University - 04

Appendix – C Total Members of the General Council of the University Students’ Union:

1. All the Office bearers of the USU - 05
2. Either President or any one member of the office bearer of the College Union/University Department Union nominated by the respective Union
 - (a) Constituent Colleges
 - (b) Affiliated Colleges
3. University Representatives of the College Union/University Departments
 - (a) Constituent Colleges
 - (b) Affiliated Colleges
4. All the staff advisors 15

Dean	-	04 (One from each faculty)
Heads	-	04 (One from each faculty)
Senior Principal	-	03
Teachers	-	04 (One from each faculty)

The office bearers are authorized to nominated one of the members of the office bearer of their Union for the General Council of the University Students’ Union.

**Sd/-
Registrar
Kolhan University, Chaibasa**