

## UNIFORM STATUTE POINT NO. 1(12).

### 12. Procedure for Election at Polling Centres.—

In all cases when an election is held wherein votes are to be recorded at polling centres, the procedure for the recording of votes by ballot shall be as under :—

(1) The polling centres shall be decided by the Registrar. The Registrar shall appoint as many Polling Officers as are necessary at the polling centres.

(2) The hours of voting at the respective polling centres shall be determined in advance and stated in the notice of election.

(3) It shall be responsibility of the Principals of affiliated or conducted colleges and Heads of the recognized institutions to provide all necessary infrastructure, support facilities and man power for the smooth and timely conduct of elections.

(4) Names of contesting candidates shall be notified to voters within three days after the last date of withdrawal of nominations.

(5) The Polling Officer shall ensure that the law and order is maintained at the polling centre. No person other than a voter shall be permitted to enter the polling compartment.

(6) No voter shall be allowed to enter the polling compartment for recording his vote before the commencement or after the expiry of the period fixed for the purpose.

(7) Immediately before the polling commences, the Polling Officer shall show to the candidate or his authorized agents present at the Polling Centre that the ballot box is empty and shall then lock and seal it for the use.

(8) Immediately before the ballot paper is issued to a voter, the number of the voter shall be entered on the counterfoil, and the same shall be signed by the voter and a mark shall be placed by the issuing officer in his copy of the electoral roll against the number of the voter to whom the voting paper is issued.

(9) Before the ballot paper is issued to a voter, a mark of indelible ink shall be made on the forefinger of the right hand of the voter. In the case where the voter has his forefinger missing, a mark of indelible ink shall be made on any other finger of his right hand, and in the case where all the fingers of his right hand are missing, a mark of indelible ink shall be made on the forefinger or any other finger of his left hand, and in the case where all his fingers of both the hands are missing, a mark of indelible ink shall be made on his right or left arm as he possesses.

(10) The voter on receiving the ballot paper shall forthwith proceed to one of the polling compartments, where he shall mark his preference/s and put his paper into the ballot box.

(11) If the polling officer is satisfied that owing to blindness or other physical infirmity, a voter is unable to make a mark on the ballot paper without assistance, he shall permit the voter to take with him a companion of not less than eighteen years of age to the polling compartment for recording the vote on the ballot paper on his behalf and in accordance with his wishes, and, if necessary, for folding the ballot paper so as to conceal the vote and inserting it into the ballot box:

Provided that, no person shall be permitted to act as the companion of more than one voter at any polling centre on the same day:

Provided further that, before any person is permitted to act as the companion of a voter on any day, he shall be required to declare that he will keep secret the vote

recorded by him on behalf of the voter and that he has not already acted as the companion of any other voter at any polling centre on that day. The polling officer shall keep a record of such declaration and submit the same to the Registrar.

(12) Every voter shall vote without undue delay, and shall leave the polling centre, as soon as, he has put his ballot paper into the ballot box.

(13) After the voting hours are over, the ballot box shall be sealed and handed over to the University.

(14) If a voter spoils his ballot paper inadvertently, he may be given another and the spoiled paper and its counterfoil shall be cancelled by the Polling Officer. All spoiled papers and counterfoils shall be sent to the Registrar by the Polling Officer.

(15) The voters shall not be allowed to carry mobile phones, tablets or any other electronic communication gadgets in the polling compartment.