

# NATIONAL INSTITUTE OF FASHION TECHNOLOGY, HYDERABAD

## ELECTION 2022

### NOTICE

Nominations are invited from eligible students for the following posts for the calendar year 2022:

- 1) Secretary – Sports & Adventure club
- 2) Secretary – Cultural Club
- 3) Secretary --Literary & Dramatics club
- 4) Secretary – ESSE club
- 5) Secretary – Photography club
- 6) Secretary – Food club

#### A) Schedule of Elections

Poll Events	Schedule
Publication of Voters List (Electorate) (Any Corrections/Additions/ Updating can happen on the same day)	10 <sup>th</sup> February 2022
Nominations Start	11 <sup>th</sup> February 2022
Nomination End	14 <sup>th</sup> February 2022 7 PM
Last date for withdrawal of Nominations	15 <sup>th</sup> February 2022 5 PM
Publication of Final list of contestants after Scrutiny	16 <sup>th</sup> February 2022 7 PM
Student campaign	17 <sup>th</sup> -18 <sup>th</sup> February 2022
Date of polling	21 <sup>st</sup> February 2022 10 AM to 3PM
Date of Counting	21 <sup>st</sup> February 2022 3 PM onwards
Results	21 <sup>st</sup> February 2022 6 PM onwards

#### B) Responsibilities

##### 1. Food club Secretary

- a) The Club Sec shall be a member of the Mess Committee (MC).
- b) The Club Sec shall look into all issues regarding the maintenance of the mess.
- c) The Club Sec shall arrange meetings with stakeholders for preparation and alterations in the menu.
- d) The Club Sec with the support of mess coordinators shall take care of the mess related issues such as inspection of food quality, hygiene, irregularity of serving food, opening of mess, wastage of food by students, indiscipline in the mess, mess accountings etc.
- e) Any other responsibilities related to the Mess entrusted by the Director from time to time.

##### 2. Club Secretary ( Sports & Adventure, Cultural, Literary and Dramatics, ESSE, Photography)

- Club secretary takes responsibility for conducting intra and inter-collegiate fests with the help of other club members.
- Club secretary coordinates in identifying talented and interested students and ensures participation in fests of NIFT (Spectrum and Converge) and of other colleges as inter-college events.
- Club secretary is responsible to act as the bridge between the SDACs, Faculty Advisors and the rest of the team to ensure the smooth functioning of the club and its events.
- Club secretary should be profound in taking decisions for the wellness of the college and has to propose new ideas and push new recommendations from the rest of the students.
- Club secretary plays a pivotal role in the annual college fest- Spectrum taking charge of all club activities and organisation of the events.
- Club secretary has to form different teams that can represent the college in competitions conducted by other colleges.
- Club secretary is expected to form contacts and be in touch with Club representatives of other NIFT centres as well as other colleges in Hyderabad

### **C) Qualifications**

The following qualifications hold for all posts:

- a) Any person from semester 6 can contest for a particular post if and only if he or she is a member of the electorate (voter list) for that post.
- b) No person shall contest for more than one post concurrently.
- c) The candidate must have a minimum CGPA of 6.0
- d) The candidates should not have any academic backlog (repeaters) on the date of filing the nomination.
- e) The candidate should not have been awarded punishment by any of the Disciplinary Committees (Hostel, Academic)

### **D) The Chief Election Officer (CEO)**

Ms. S. Jyothirmmai, Associate Professor is appointed as Chief Election Officer (CEO). The CEO shall be free to enlist the help of any persons other than the candidates or their representatives to conduct the elections.

### **Duties and Responsibilities of CEO**

- a. The CEO shall be responsible for the conduct of all elections as prescribed in this notice.
- b. The CEO shall ensure fair and free elections.
- c. The CEO shall specify campaign restrictions.
- d. The CEO shall specify proceedings for filing and withdrawal of nominations.
- e. The CEO shall announce the list of valid nominations and the results of the elections.

### **E) Nomination Form**

Students who wish to contest must submit the filled in nomination (as provided in the Annexure) form along with the photocopy of their ID Card. There shall be minimum two proposers for nomination.

### **F) Restrictions regarding campaign**

The following restrictions apply:

- a) No PA system shall be used for campaigning.
- b) Only posters specified and approved by the CEO will be permitted. No candidate shall print or make in any other fashion his or her campaign posters.
- c) The posters shall be displayed only at locations pre-specified by the CEO.
- d) No hand bills or banners shall be permitted.
- e) No defacing of Institute property by way drawing or writing or otherwise shall be permitted.

### **G) Counting of Votes**

- a) A candidate has the right to be present during the counting of votes. If he / she cannot be present, he / she may nominate a representative to be present during the counting.
- b) The counting of votes shall commence as soon as the polling is completed for all the posts.

### **H) Results**

The list of successful candidates shall be officially announced by the CEO as soon as the counting is over.

### **I) Tie**

At a time specified by the CEO between the announcement of the final list of nominations and the date of the election, all the candidates for the concerned posts shall meet the CEO and state their consensus regarding the method to be adopted for resolving a tie in writing. If no consensus is received by the CEO during the time specified, the CEO shall decide on a method which is equally fair to all candidates for the resolution on a tie.

### **J) Grievances Committee (GC)**

The GC shall consist of the Director, Jt. Director, S-DAC and the CEO. It shall look into all the complaints regarding the conduct of the elections and take appropriate decisions. The decisions of this Committee shall be final. All complaints regarding the election should be submitted to the Grievances Committee (GC) within 24 hours of the declaration of the results.

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## ELECTION 2022

## NOMINATION FORM

Date:

Candidate Name	ID No	Post Name	Proposer(s) Name	ID No(s)

**Proposer(s) Declaration:**

I/we propose the candidate as above for the post as above for the year of 2022. The photocopy of my/our ID card is/are submitted herewith.

**Signature of proposer(s):****Candidate Declaration:**

I declare that, (1) I do not have any disciplinary action **taken** against me and (2) I do not have any academic backlog. If found incorrect, I understand that my candidature can be cancelled and disciplinary action may be initiated against me.

**Signature of Candidate:**

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**OFFICE PURPOSE**

<b>Signature of the Scrutiny Officer</b>	
<b>Signature of the Election Officer</b>	
<b>Remarks:</b>	

**Director**

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Note: Nominations in absentia will not be considered, contestant along with proposer should submit the nomination form in person only.