



Advisory for Gymkhana Election for the Academic Session 2025-26 on 6th April 2025

General Advisory –

1. Only institute identity card (in original) clearly mentioning the details such as name, roll number, validity period, photograph and signature etc. would be accepted for voting purpose. While digital displays of identity cards or ERP profiles on mobile phones will be acceptable to gain entry into CIC, such candidates will be subjected to a strict second step verification before being allowed to vote. All doubtful candidates would be debarred from voting.
2. All voters must remember their ERP login credentials. Also, as an emergency measure, they must remember their institute email login credentials so that their ERP password can be reset on the spot.
3. Students should use easy to remember ERP password for the voting purpose. They may reset their password before the election and revert back to their preferred password after the election.
4. Students must disable two-factor authentication for password resetting. In that case, OTP will not be sent to the mobile phone.
5. Avoid bringing mobile phones to the voting place.
6. Restrictions on Mobile Phone and Other Items: Mobile phones will be allowed only up to the gate of the voting booth, i.e. the allotted laboratory room in CIC. Students bringing their mobile phone will be responsible for its safekeeping. No other item (bag, pen, paper, etc.) will be allowed inside the Ramanujam complex.
7. Final Identification: Candidates possessing original institute ID card will directly proceed for voting. There will be a second stage verification for the other candidates. Disciplinary action would be initiated on anyone attempting impersonation.

Security Advisory –

1. *Restriction on Motorized Vehicles:* No motorized vehicles will be permitted in and around the halls of residence and near the Takhashila building from 7 AM until completion of the election process.

Students are advised against booking or hiring vehicles for movement between different halls of residence and Takhashila building during this period.
2. *Personal Vehicle Usage:* Students authorized to use personal vehicles (except differently abled students) are requested to refrain from using those during election hours. Handing over personal vehicles to other students or allowing other students as pillion riders during this time is strictly prohibited.

Vehicles found contravening these rules will be seized by the security personnel.
3. *Inter-hall Movement:* Inter hall movement of students is prohibited on the day of the election to maintain order and security.
4. *Campaign Restrictions:* All election campaigning must cease by 11:59 PM on Friday, 4th April 2025.

5. *Gathering Restrictions:* Gatherings of students in front of the Ramanujam complex gate, within or around halls of residences, and in common places are prohibited on the election day to prevent congestion and ensure safety.
6. *Identification and Entry Protocol:* Students must carry their physical Institute Identity Card (in original) to gain entry into the Takshila building. Digital displays of identity cards or ERP profiles on mobile phones will be acceptable. Aadhar card, PAN card, etc. which does not mention the roll number of the candidate will not be accepted.
7. *Bicycle Restrictions:* Bicycles will not be allowed beyond Gate No. 2 Traffic Post on the Election Day. Entry to the Ramanujam Complex through the Diamond Jubilee Complex Security Gate and the Agriculture Department Side Gate is strictly prohibited.
8. *Post-election Conduct:* After the declaration of the results, victory parades or celebratory gatherings are not permitted within the IIT Kharagpur campus.
9. *Security Assistance:*

For any Security-related assistance or to report concerns, please contact:


Security Control Room: 282751/281001

Quick Response Team: 281002/281003

Women Quick Response Team: 281010

All students are requested to cooperate fully with the security staff and adhere strictly to the guidelines outlined above to ensure a fair, peaceful and orderly election process.

Issued by


Election Officer (AY 2025-26), TSG