

OFFICE OF THE ELECTION OFFICER  
ZAKIR HUSAIN DELHI COLLEGE  
STUDENTS' UNION ELECTIONS – 2023-24  
NOMINATION PAPER FOR THE OFFICE OF  
**SECRETARY**

Paste your  
recent  
Passport size  
Photograph  
(Self attested)

Name of the Candidate: \_\_\_\_\_  
(In Block Letters)

Father's Name: \_\_\_\_\_

Course: \_\_\_\_\_ Year \_\_\_\_\_ College Roll No. \_\_\_\_\_

Residential Address: \_\_\_\_\_  
\_\_\_\_\_

E-mail: \_\_\_\_\_ Mobile No. \_\_\_\_\_

**UNDERTAKING AND DECLARATION BY THE CANDIDATE**

1. I undertake to abide by the Constitution of the Students' Union and Code of Conduct a copy of which I have already received and promise that I will not violate any part of this constitution.
2. I undertake to submit in person with College Identity Card and Bank Draft for Rs.1000/- (Rupees One Thousand only) in favour of the Principal, Zakir Husain Delhi College as security deposit.
3. I solemnly declare that:
  - (a) My age is \_\_\_\_\_ years as on 16<sup>th</sup> August, 2023 and that my date of birth is \_\_\_\_\_.
  - (b) I shall not exceed the age of 25 years (in case of undergraduate student) or 28 years (in case of postgraduate) as on 16<sup>th</sup> August, 2023.
  - (c) I passed my Senior Secondary Examination (Class XII) in the year \_\_\_\_\_ from Board \_\_\_\_\_ Examination Roll No. \_\_\_\_\_.
  - (d) I have not completed more than 10 years from the 1<sup>st</sup> July of the Calendar Year of Passing 10+2 examination to the 30<sup>th</sup> June immediately preceding the election.
  - (e) I did not contest for any of the post of Office Bearer of Zakir Husain Delhi College Students' Union earlier and that I am not contesting for more than one post of Office Bearer of Zakir Husain Delhi College Students' Union elections now.
  - (f) I have not been convicted of any criminal offence including moral turpitude, nor have been punished by the University/College for an act which is coercive in nature and constitute threat to life and property.
  - (g) I have not been found guilty of any, and punished for the use of unfair means in any examination of the University or Board.
  - (h) I have attained the minimum attendance i.e. 75% in my preceding year of the Course.
  - (i) I have no academic arrear i.e. to say that there is no pending papers to be cleared by me.
  - (j) If elected I promise to work for the interest of the students as well as the institution and would do my best to uplift the image of my college.
4. I undertake that if any of the information is found incorrect my nomination/election should be cancelled.

Date: \_\_\_\_\_



(Signature of Candidate)



## MORAL CODE OF CONDUCT

College Students' Union members to be elected alongwith DUSU Election 2023 should abide by the following rules for smooth conduct of union functions.

- Student Union members are expected to show due respect towards the Student Advisory Board members and mind their language, conduct and behavior when speaking to the Board members.
- For joint meeting with the Board, union members should strictly adhere to the meeting schedule and time and ensure that punctuality is maintained so that precious time is not lost in waiting. All meetings should be minuted and signed by Union office bearers and Board members.
- All expenditures for the programmes/functions of the union should be met within the allocated Union budget and no request for additional funds will be entertained.
- All expenditures will be done as per the procedure laid down by the Accounts Section. For all expenditure prescribed government procedure will be followed.
- All payments to the vendors will be made through cheque only. No cash payments are allowed. For petty expenditures, proper receipt/bill should be taken from the vendors.
- An initial advance payment upto Rs 5000/- or (Rs 10,000/-) will be made to the Union for petty expenses. Further amount will be released upon submission of bills and proof of expenditures of earlier advance.
- List of sponsors should be approved a priori by the College authorities. Alcohol, cigarette, soft drink manufacturing companies are strictly **NOT** allowed as sponsors for any activity.
- Celebrity singers/musical band are not encouraged. However, if budget permits then prior approval should be taken by the Board.
- No Chief Guest/political leaders as guests are allowed for any of the Student Union programmes.
- In no case, Complimentary Passes will be issued to the Student Union bearers to invite outsiders including ex-students of the college. Outside students will be allowed entry ONLY with valid Identity Cards.
- For programmes involving quiz, debate, sports, cultural activities, college societies such as Arts and Culture Society, Debating Society, Quiz Society, etc. should be involved and convenors of these societies should be consulted.
- Decency should be maintained in the choice of song and dance performances and artists should restrict their performance only to the stage and in no case should try to reach audience.
- JAM Session is not encouraged.
- Photography Society of college will cover the programmes and outside agencies will not be engaged.
- Proper arrangements for Pandal/tent/Audio systems will be made and supervised by college in consultation with Student Union members.

Date: \_\_\_\_\_ Name: \_\_\_\_\_ Signature of the Candidate: \_\_\_\_\_

Full Name of the Proposer (In Block Letters) \_\_\_\_\_

Father's Name \_\_\_\_\_

Course \_\_\_\_\_ Year \_\_\_\_\_ Date: \_\_\_\_\_

Signature of the Proposer

Full Name of the Seconder (In Block Letters) \_\_\_\_\_

Father's Name \_\_\_\_\_

Course \_\_\_\_\_ Year \_\_\_\_\_ Date: \_\_\_\_\_

Signature of the Seconder

### CERTIFICATE TO BE ISSUED BY THE SECTION OFFICER (ADMN.) AND CASHIER OF THE COLLEGE

This is to certify that Shri/Miss \_\_\_\_\_ is a bonafide student of Class \_\_\_\_\_ under Roll No. \_\_\_\_\_ of this College and that the declaration made by him/her is true as per our records. He/She has signed in my presence and his/her date of birth as per record is \_\_\_\_\_. It is further certified that he/she has no academic arrear(s) during his/her present course of study and that he/she has attained 75% or more attendance in his/her preceding year of the course.

Signature of the Cashier



Signature of the Section Officer (Admn.)