

**Government of Higher Education**  
**Department of Higher Education**  
University Branch  
Bikash Bhavan, Bidhannagar, Kolkata - 70091

**NO. - 972(17) -Edn(U)/1U-71/12(Pt.)**

**Date: 25/09/2013**

From: Smt. Madhumita Ray, I.A.S.  
Additional Secretary to the Government of West Bengal.

To: The Vice Chancellor  
\_\_\_\_\_ University (All)

**Subject: Advisory for resuming elections to Students' Unions in the  
Universities and their affiliated colleges**

Sir / Madam,

This is with reference to memo no. 222-Edn (U)/1U-71/12 dated 18/2/2013 and no.282 (14)-Edu (U) dated 7/3/2013 of the Higher Education Department advising you to keep in abeyance all processes related to the conduct of elections to the Students' Unions in the University and affiliated Colleges with the objective of ensuring peace and tranquillity in and around educational institutions in view of the approaching examination season in the State.

2. The examination season having passed, the situation has been re-assessed and it is felt that the normal activities related to the conduct of elections to the Students' Unions in the universities and their affiliated colleges can be resumed as per the existing provisions of the Act / Statutes / Ordinances / Regulations / Rules of the Universities and their affiliated Colleges.

3. However, to ensure a smooth conduct of the elections, it is advised that Students' Union elections for a University and all its affiliated colleges shall be held on a single day. As the conduct of incident-free elections will need deployment of police force for the maintenance of law and order, the Vice Chancellors will make an application/ move a proposal to the District Magistrate (in respect of districts) or Commissioner of Police (in respect of areas under Police Commissionerates), as the case may be, and the date of the election will be decided by the respective District Magistrate or the Commissioner of Police.

4. If, for pressing administrative reasons, the district/ law enforcement authorities deem it unavoidably necessary to hold the elections on more than one day, the University and College authorities shall be guided by their considered advice in the deciding the dates of the elections. However, even here, the guiding approach shall be to complete the election process expeditiously, taking up contiguous geographical areas/ police stations in quick succession.

5. It is further advised that subject to their Statutes/ rules and regulations, each University shall set up an Election Committee headed by the Vice Chancellor, and comprising the key election officials of the University and the affiliated colleges, to ensure close coordination among all the election authorities, in order to ensure a peaceful and smooth election. The Committee will also have officials nominated by the respective District Magistrate and Superintendent of Police / Commissioner of Police, as the case may be. This Committee may consider taking such steps as it deems necessary for ensuring peaceful, free and fair polls, including inter alia, preparation of electoral roll, stopping entry of outsiders, and innovations such as accepting nomination forms online, etc. subject to practicability and the rules and regulations, etc.

6. It is further advised that all student union elections across the State be completed, as far as practicable, not later than 31<sup>st</sup> January, 2014.

7. Private / self-financed universities and colleges shall remain outside the purview of this advisory.

8. Necessary action may kindly be taken at the earliest.

Yours faithfully,

(Additional Secretary)  
Department of Higher Education