



## **Dow University of Health Sciences Election to Senate, Syndicate and Registered Graduates, 2007**

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No.DUHS/STA/15/2007 – In pursuance of the provisions made under clause (h) of sub-section (1) of section 28 of the Dow University of Health Sciences Act, 2004, the Chancellor of the Dow University of Health Sciences is pleased to assent to the following Statutes proposed by the Syndicate and approved by the Senate of the University, namely: –

- Preliminary**
1. (1) (i) These Statutes may be called the Dow University of Health Sciences (Elections to Senate, Syndicate and Registered Graduates) First Statutes.  
(ii) They shall come into force at once.
  - (2) In these Statutes, unless there is anything repugnant in the subject or context, the following expressions shall have the meaning hereby respectfully assigned to them, that is to say:
    - (i) "Act" means the Dow University of Health Sciences Act, 2004,
    - (ii) "Electoral rolls" means the lists finally published under clause 6.
    - (iii) "Section" means section of the Act.
    - <sup>1</sup>(iv) "Election" means election of the members of the Senate and Syndicate under Sections 20(1) m, 22(1)(iv)(xi)(xii)(xiii)(xiv) and (xviii) the Act.
    - (v) "Registered graduate" means a graduate of the University whose name has been entered in the register maintained for this purpose and includes a graduate of any recognized University, in any of the subjects prescribed by or under the Act and residing within the local limits of the division of Karachi, and whose name has been entered in the said register.

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**1. Substituted vide Syndicate and Senate Resolutions / Decisions No. Syn-76/19.01.2019/Item-2 and SNT-6/22.01.2019/Item-7 respectively.**

- (3) For the purpose of election the Registrar shall respectively maintain up-to-date lists of
- (i) All Members of Senate.
  - (ii) All Professors of the University.
  - (iii) All Associate Professors of the University.
  - (iv) All Assistant Professors of the University.
  - (v) All Lecturers of the University with minimum two years service. (for Syndicate)
  - (vi) All Registered graduates.
  - <sup>1</sup>(vii) All administrative officers of administration side.
- (4)
- (i) The lists prepared under clause 3 shall be published in the manner and by the date fixed by the Vice-Chancellor with a notice inviting claims and objections with respect thereto.
  - (ii) The claims and objections shall be made to the Registrar within three days of the publication of the lists:
  - (iii) The Registrar shall decide the claims and objections within two days following the last day fixed for the receipt of claims and objections.
- (5)
- (i) Any person aggrieved by the decision of the Registrar under sub-clause (iii) of clause 4 may, not later than the fourth day following the last day of disposal of claims and objections, prefer an appeal to a Revision Committee, consisting of a Dean and two members of the Syndicate nominated by the Vice-Chancellor.
  - (ii) The Dean shall be the Chairman of the Committee and in the absence of the Dean the meeting shall be presided over by a person nominated by the Vice-Chancellor.

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**1. Inserted vide Syndicate and Senate Resolutions / Decisions No. Syn-76/19.01.2019/Item-2 and SNT-6/22.01.2019/Item-7 respectively.**

- (iii) Two members shall form quorum for the transaction of business of the Committee.
  - (iv) The appeal shall be disposed off by the Committee within two days of the last day of its receipt.
  - (v) The decision of the Committee shall be by majority and in the event of equal votes the Chairman shall have a casting vote.
  - (vi) The decision of the Committee shall be final.
- (6)
- (i) The Registrar shall make such additions or modifications in the lists prepared under clause 4 as may be required by any decision on any claim or objection and may make corrections of such clerical or printing errors as may come to his notice.
  - (ii) After making additions, modifications or corrections, if any, under sub-clause (1) the Registrar shall finally publish the lists in the manner specified by the Vice-Chancellor and on such publication the lists shall become the electoral rolls.
  - (iii) The electoral rolls shall be open to inspection by any person during office hours free of charge.
  - (iv) The copies of the preliminary or final lists shall be supplied to any person applying therefore on payment.

**Conduct of Elections**

- 2.
- (1) No person shall be qualified to contest or cast a vote unless his name is borne on the electoral rolls.
  - (2) Elections shall be held under these statutes as soon as may be after the electoral rolls have been prepared.
  - (3) The date or dates of election shall be fixed by the Vice Chancellor.
  - (4) The Registrar shall be the Returning Officer and shall conduct the elections in accordance with these Statutes.
  - (5) The Returning Officer shall, immediately after the fixation of date or dates under clause 9, issue a notification regarding.

- (i) the number of persons and the provisions of the Act under which they are to be elected;
  - (ii) a day, at least five days after the date of such notification for nomination of the candidates (hereinafter referred to as the "nomination day") and the time, by or within which nomination papers shall be received by the Returning Officer.
  - (iii) a day for the scrutiny of nominations (hereinafter referred to as the "scrutiny day").
  - (iv) a day, at least one day after the scrutiny day, on or before which candidature may be withdrawn (hereinafter referred to as the withdrawal day); and
  - (v) a day, at least three days after the withdrawal day, for taking the poll along with the time and place of the poll.
- (6)
- (i) A voter for the purpose of an election may on a prescribed form, obtainable from the Returning Officer, propose or second the name of any person who is qualified to be elected for such elections.
  - (ii) The form shall be duly filled in and signed by the proposer and the seconder and shall be accompanied by a certificate signed by the candidate that he has consented to the nomination.
  - (iii) Every nomination paper shall be delivered to the Returning Officer on the nomination day and at the time specified for the purpose.
  - (iv) The Returning Officer shall acknowledge in writing the receipt of the nomination paper.
  - (v) The Returning Officer shall record in writing the date and time of the receipt of each nomination paper and enter the particulars thereof in a register to be maintained for this purpose.
- (7) A voter may nominate as many candidates as there are vacancies but use separate nomination papers for each candidate.
- (8) If a voter submits greater number of nomination papers than the number of vacancies, the nominations in excess of the vacancies and received last shall be declared as invalid.

- (9)
  - (i) The Returning Officer shall display at some conspicuous place in his office on the second day following the nomination day a notice of every nomination received by him, containing such particulars of the candidate, proposer and seconder as are shown in the nomination paper.
  - (ii) On the scrutiny day, the Returning Officer shall, in the presence of persons attending the scrutiny, examine the nomination papers and endorse thereon his decision of accepting or rejecting the same.
  - (iii) The rejection of one nomination paper of a candidate shall not ipso facto invalidate his nomination under another nomination paper.
  - (iv) The Returning Officer shall, after scrutiny of the nomination papers, prepare a list of persons whose nomination papers have been declared valid.
  - (v) A candidate whose name is included in the list under sub-clause (4), may, by notice in writing signed by him and delivered to the Returning Officer on or before the withdrawal day, withdraw his candidature.
  - (vi) A notice under sub-clause (5) shall, in no circumstances be open to cancellation
- (10) If after the scrutiny of the nomination papers under sub-clause (2) or withdrawal under sub-clause (5) of clause 15, or death of the candidate the Returning Officer finds that only such persons are left as contesting candidates as are either less than or equal to the number of vacancies, the Returning Officer shall, by notice declare such candidates to be elected, and any vacancy is left to be filled in the election therefore shall be re-processed in accordance with these statutes.
- (11)
  - (i) The polls shall be held if there are more contesting candidates than the vacancies to be filled.
  - (ii) The Returning Officer shall cause to be exhibited prominently outside his office the name of each candidate.

- (12) The Vice-Chancellor shall appoint three persons other than the candidate, proposer and seconder, to assist the Returning Officer in conducting the election.
- (13) (i) Every voter shall cast his vote by means of a ballot paper which shall contain the names of candidates in alphabetical order and the seal of the University.
- (ii) The ballot paper shall be issued by the Returning Officer to a voter at the time of voting and the counter-foil thereof shall bear the number of the voter in the electoral rolls.
- (iii) A voter, who has inadvertently dealt with his ballot paper in such a manner that it cannot properly be used, or who has lost his ballot paper, may after delivering the spoiled ballot paper to the Returning Officer or after satisfying him of the loss of the ballot paper, obtain another ballot paper, and the counter-foil of the spoiled ballot paper shall be marked as cancelled and the new ballot paper issued in lieu thereof and its counter-foil shall be marked as duplicate.
- (iv) No person shall be issued any ballot paper or be permitted to vote after the time fixed for the close of the poll.
- (14) (i) A voter shall cast his vote by putting a cross (x) in the space.

Provided for the purpose, against the name of the candidate for whom he wishes to vote.

- (ii) The voting shall be in person by secret ballot.
- (15) Immediately after the close of the poll, the Returning Officer shall in the presence of such of the candidates or their authorized agents, who shall be voters, as may be present, open the ballot boxes and count the ballot papers contained therein excluding the invalid ballot papers, that is to say, the ballot papers which are rejected by the Returning Officer on the ground that:
- (i) anything is marked or written thereon by the voter by which he can be identified;
- (ii) the ballot does not bear the official mark;

- (iii) the ballot paper has been left blank by the voter;
  - (iv) the vote has not been cast in the manner specified in these statutes.
  - (v) the vote has been cast in favour of more than one candidate;
  - (vi) there is any uncertainty about the identity of the candidate in whose favour the vote has been cast; or
  - (vii) there is any defacement creating a doubt that there has been an attempt to alter or erase the mark of voting.
- (16) On each rejected ballot paper the Returning Officer shall make an endorsement to that effect.
- (17) If any candidate, or his authorized agent objects to the rejection of a ballot paper the Returning Officer shall add to his endorsement "Rejection Objected to" giving briefly the reasons for such objection.
- (18) (i) The total number of valid votes received by each candidate shall be entered in the counting sheets.
- (ii) In case of equality of valid votes, between two or more candidates, the senior in length of University service in the case of University Teachers, other than professors for election to Senate; older in age in the case of members of Senate registered graduates and a President of Students Union of affiliated College; and senior in appointment, as such, in the case of Professors, Associate Professors, Assistant Professors and Lecturers for Election to Syndicate, shall be deemed to have been elected.
- (iii) The candidates or their authorized agents, if present, shall sign the counting sheets.
- (19) (i) Immediately after counting of votes the Returning Officer shall prepare a list of elected persons and announce their names.
- (ii) The names of the returned candidates shall be submitted to the Vice-Chancellor for publication.

- (iii) No election shall be called in question except by means of an election petition, which shall clearly state the objections and be presented to the Returning Officer within three days of the declaration of the results.
  - (iv) The petition shall be decided by a Committee, consisting of the Vice-Chancellor as Chairman and two other persons nominated by him.
  - (v) In case the Vice-Chancellor is unable to attend a meeting of the Committee, nominate another person to act as Chairman.
  - (vi) If anyone of the other two members of the committee is unable to attend a meeting, the Vice-Chancellor shall appoint another member to act in his place.
  - (vii) Two members shall constitute the quorum of the meeting.
  - (viii) The decision shall be given by the Committee within two weeks from the last day for the representation of election petitions.
- (20) The Returning Officer shall retain until the expiry of six months from the date of the election all the papers connected with the election in a sealed cover to be sealed in the presence of the persons, if any, appointed to assist him and shall subject to any direction to the contrary given by the Vice-Chancellor, cause them to be destroyed after the expiry of the said period.
- (21) If the Registrar is, for any reasons, unable to perform any of the duties assigned to him by these Statutes, the Vice-Chancellor may, in writing, appoint any other officer of the University to discharge such duties.
- (22) In case any day fixed under these Statutes for any purpose happens to be a University holiday, the day next following shall be considered to be the day fixed for that purpose.