

**CONSTITUTION OF THE STUDENT BAR  
ASSOCIATION, 2022**



**NATIONAL LAW UNIVERSITY JODHPUR**

## PREAMBLE

**WE**, the Students of National Law University, Jodhpur,

***RECOGNISING** our right to engage in effective dialogue and decision-making through a participatory and democratically elected institution;*

Having solemnly resolved to,

***CREATE** a conducive and inclusive environment for Students;*

***ACHIEVE** complete and equitable utilisation of academic, co-curricular and extra-curricular opportunities; and*

***ENSURE** transparency and encourage communication between the Students and the University Administration;*

**DO HEREBY ADOPT, ENACT AND GIVE TO OURSELVES  
THIS CONSTITUTION.**

## **PART I**

### **PRELIMINARY**

#### **Article 1**

##### *Short Title*

- (1) This Constitution shall be called the Constitution of the Student Bar Association (“**SBA**”) of National Law University, Jodhpur (“**the University**”).
- (2) It shall come into force as and when notified by the University.

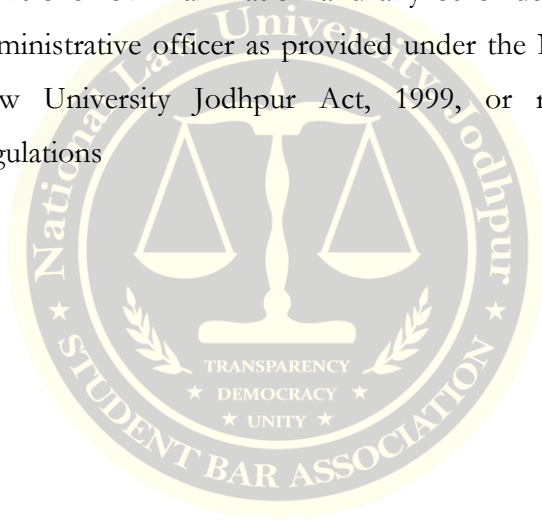
#### **Article 2**

##### *Definitions*

- (1) “Academic Year” means a period of two semesters consisting of an odd semester and the immediately succeeding even semester.
- (2) “Batch Representative” means an elected representative from a batch/programme, as the case may be.
- (3) “Bona-fide and regular student” means a student enrolled with the University for any undergraduate or post-graduate programme and pursuing studies for that academic year.

- (4) “Campaigning” means soliciting votes of the electoral college for one’s or someone else’s candidacy.
- (5) “Canvassing” includes persuading any member of the electoral college not to vote in any manner whatsoever for any particular candidate or persuading any member of the electoral college not to vote at the election, or exhibiting any notice or sign (other than an official notice/sign) relating to the election.
- (6) “Competent Authority” refers to the body vested with the power to take the decision regarding the concerned issue as per University rules and regulations.
- (7) “Constitution” refers to the document governing the rights, interests, functions and duties of the Student Bar Association.
- (8) “Electoral College” means all bonafide and regular students enrolled in the undergraduate and post-graduate programmes of the University.
- (9) “Office Bearer” means the members of the Student Executive Council as provided under Article 8.
- (10) “Student Bar Association” is the body constituted as per Article 3.

- (11) “Student Executive Council” is the body constituted as per Article 8.
- (12) “University” means the National Law University, Jodhpur.
- (13) “University Administration” includes the Vice Chancellor, the Registrar, the Finance Officer and the Controller of Examination and any other designated administrative officer as provided under the National Law University Jodhpur Act, 1999, or rules or regulations



## PART II

### THE STUDENT BAR ASSOCIATION

#### Article 3

##### *Composition of SBA*

- (1) All bonafide and regular students enrolled in the undergraduate and post-graduate programmes of the University shall form the electoral college for the composition of the SBA.
- (2) Subject to the provisions of the Constitution, all persons belonging to the electoral college shall have the right to vote, seek elected offices, and participate fully in all the processes of the SBA.
- (3) The SBA shall consist of (i) the Student Executive Council [**“SEC”**] as provided under Article 8 and; (ii) Batch Representatives as provided under clause (4).
- (4) The Batch Representatives shall be:
  - (a) Two bonafide and regular students (belonging to different genders) duly elected from each batch in the undergraduate programme;
  - (b) One bonafide and regular student duly elected from each of the post-graduate programmes.

## **Article 4**

### *Patron*

The Vice-Chancellor of the University shall be the *ex-officio* Patron of the SBA.

## **Article 5**

### *Faculty Advisor(s) of the SBA*

- (1) There shall be a Faculty Advisor(s) of the SBA as appointed by the Patron
- (2) The Faculty Advisor(s) may provide advice to the SBA on any matter on request or otherwise or discharge any other function as provided under the Constitution.

## **Article 6**

### *Functions and Duties of the SBA*

- (1) The SBA shall undertake student welfare initiatives and strive to promote and facilitate student well-being.
- (2) The SBA shall be responsible to recommend, make representations to, or coordinate with the University Administration or any other University authority on issues including but not limited to, student welfare, matters related to academics, the health of students, infrastructural facilities, safety and security of the students.

- (3) The SBA shall strive to ensure a conducive academic atmosphere and work in unity to promote solidarity among the student fraternity.

## **Article 7**

### *Functioning of the SBA*

- (1) All members of the SBA shall perform and discharge their functions, duties, and responsibilities in good faith and shall not abuse their position for gain or profit to oneself or another so as to defeat the purpose and objectives of the Constitution and the rules and regulations of the University.
- (2) The SBA shall come into existence from the day the members of the SBA take the oath and shall continue until the next SBA is formed.

*Provided* that only bonafide and regular students of the University shall continue in office after the end of the Academic Year to discharge duties of a routine nature.

*Provided further* that such SBA shall not have the power to take any new major decisions which incur financial obligations/liabilities.

- (3) The quorum requirement for an SEC meeting shall be three **(3)** office bearers of the SEC.



- (4) The quorum requirement for the SBA meeting shall be:
  - (a) More than half of the elected Batch Representatives; and
  - (b) Three (3) office bearers of the SEC;

*Provided* that in case two or more posts of the SEC are vacant, the quorum for the purpose of clauses (3) and (4)(b) shall stand reduced to the then full strength of the SEC.

- (5) The SBA shall conduct their first meeting within ten (10) working days of the oath ceremony, wherein the President shall discuss the work to be done by them during their tenure and pass a resolution to that effect.
- (6) The SBA shall meet at the end of the academic year to conclude and record the initiatives undertaken by them as prepared under Article 12(2).
- (7) The SBA shall meet at least once a month to discuss and deliberate upon matters falling under Article 6 of the Constitution.

*Provided* that the time between two consecutive meetings shall not be more than thirty (30) days.

- (8) Each member of the SBA shall exercise one (1) vote in the meetings.

- (9) All decisions of the SBA and SEC shall be made by way of passing resolutions. Such resolutions shall be passed by a simple majority unless provided otherwise in the Constitution, and all members shall be collectively responsible for the same.

*Explanation* – In case there is a tie on a resolution, the resolution shall be deemed to fail.



### **PART III**

#### **STUDENT EXECUTIVE COUNCIL**

##### **Article 8**

###### *Composition of the SEC*

The SEC shall consist of the **(i)** President, **(ii)** Vice-President, **(iii)** General Secretary, and **(iv)** Joint Secretary.

##### **Article 9**

###### *President*

- (1) There shall be a President of the SBA who shall ensure that the SBA functions in a fair, reasonable, efficient, and transparent manner.
- (2) The President shall be the representative and the primary contact of the SBA with the University Administration and shall be responsible to make representations of the decisions taken by the SBA to the University Administration.
- (3) The President shall preside over meetings of the **(i)** SEC and **(ii)** SBA.
- (4) The President shall set the agenda of the aforementioned meetings.

- (5) The President, in consultation with the SEC, shall discharge the powers, functions, and duties of the SEC as prescribed under Article 13.
- (6) The President may delegate duties of a routine nature to the Vice-President.
- (7) The President shall discharge functions and duties of the Vice-President in case of the Vice-President's completion of term, disqualification, incapacity, resignation, removal or vacancy arising due to any other reason.
- (8) The President shall discharge any other function and/or responsibility accorded under the Constitution.

#### **Article 10**

##### *Vice-President*

- (1) There shall be a Vice-President of the SBA.
- (2) The Vice-President shall be responsible for reporting to the President about the day-to-day functioning of the SBA.
- (3) The Vice-President shall ensure that the minutes of the meetings of the SBA are published and made available to the electoral college and the Faculty Advisor(s)

ordinarily within a period of seven (7) working days from the date of the meeting.

- (4) The Vice-President shall discharge functions and duties of the President in case of the President's completion of term, disqualification, incapacity, resignation, removal or vacancy arising due to any other reason.

### **Article 11**

#### *General Secretary*

- (1) There shall be a General Secretary of the SBA.
- (2) The General Secretary, in consultation with the President, shall perform the following functions:
  - (a) Issue appropriate notification for convening the meetings of the (i) SEC and (ii) SBA.
  - (b) Within four (4) weeks of SBA's oath ceremony, prepare an 'Annual Budget of SBA' of its estimated expenses to be incurred on its activities during its tenure. The same shall be presented before the SBA and approved by a two-thirds majority of members present and voting.
  - (c) Assist the SBA in procuring funds from the University Administration for its activities and initiatives in accordance with Schedule VI. The

General Secretary shall convene and preside over meetings of the SBA in the absence of the President and the Vice-President.

- (4) The General Secretary shall discharge functions and duties of the Joint Secretary in case of the Joint Secretary's completion of term, disqualification, incapacity, resignation, removal or vacancy arising due to any other reason.

## **Article 12**

### *Joint Secretary*

- (1) The Joint Secretary shall record and preserve the minutes of the meetings of the SEC and the SBA, which shall include, *inter alia*, the agenda of the meeting, names of members present and absent, a fair and accurate account of the discussions in the meeting, resolution(s) passed, if any, and date and time for the next meeting.
- (2) The Joint Secretary shall prepare and publish a report on initiatives taken and implemented by the SBA as well as achievements and initiatives of the students of the University as an Annual Report at the end of the Academic year.

- (3) The Joint Secretary shall submit the Report mentioned in clause (2) to the Faculty Advisor(s) and the University Administration.
- (4) The Joint Secretary shall take measures to collate and consolidate information regarding the Alumni of the University and ensure that the same is updated from time to time.
- (5) The Joint Secretary shall record and preserve all documentation in relation to activities and initiatives of the SBA.
- (6) The Joint Secretary shall discharge functions and duties of the General Secretary in case of the General Secretary's completion of term, disqualification, incapacity, resignation, removal or vacancy arising due to any other reason.

### **Article 13**

#### *Functions and Duties of the SEC*

- (1) The SEC shall ensure fair, cooperative, and effective functioning of the SBA and shall coordinate and facilitate its working and fulfil its mandate.

- (2) The SEC shall implement policies, schemes, and initiatives and perform any other obligations as decided by the SBA.
- (3) The SEC shall perform any other function or duty as mentioned in the Constitution.





## **PART IV**

### **RULES FOR ELECTIONS**

#### **Article 14**

##### *Right to Contest*

- (1) All members of the electoral college shall be eligible to contest elections for the posts enumerated under the Constitution, save as otherwise provided.
- (2) Members of the electoral college enrolled in a regular post-graduate programme and fourth or fifth year of a regular undergraduate programme at the time of the election shall be eligible to contest for the post of President and General Secretary.
- (3) Members of the electoral college enrolled in the second, third, fourth and fifth year of a regular undergraduate programme at the time of the election shall be eligible to contest for the post of Vice-President and Joint Secretary.
- (4) Only students enrolled in a batch/programme, as the case may be, shall be eligible to contest elections for the post of Batch Representative from the respective batch/programme to the SBA.

- (5) Undergraduate students between the ages of 17 years to 24 years may contest elections.
- (6) The maximum age to contest elections for post-graduate students shall be 28 years.
- (7) No student shall have more than two opportunities to contest for a post in SEC and two opportunities to contest for the post of Batch Representative.

*Provided* that no student shall contest for the same office in SEC twice.

*Provided further* that no student shall contest for consecutive terms for the SEC.

- (8) No student shall contest elections for more than one (1) post at the same time.
- (9) No Student shall be eligible to contest elections if they are disqualified under Article 15 of the Constitution.

### **Article 15**

#### *Grounds for Disqualification*

Any member of the electoral college shall be disqualified from contesting elections or holding a post of the SBA if:

- (a) They are not bonafide and regular students of the University; or

- (b) They have a previous criminal record, i.e., they have been convicted in a criminal case; or
- (c) They have been found guilty of gross indiscipline by a competent authority in the University.

*Explanation:* For the purpose of this provision, “gross indiscipline” shall mean any of the following:

- (i) Physical assault or threat to use physical force;
- (ii) Carrying of, use of, or threat to use any arm;

*Explanation:* The term “arm” shall have the same meaning as ascribed to it under Section 2 of the Arms Act, 1959.

- (iii) Keeping, using, or inducing to use any contraband;

*Explanation:* The term “contraband” shall mean all substances or drugs whose manufacture, possession, or use is prohibited under the Narcotic Drugs and Psychotropic Substances Act, 1985.

- (iv) Violation of the status, dignity and honour of students belonging to the Scheduled Castes or Scheduled Tribes as provided under the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act 1989;
- (v) Any practice, whether verbal or otherwise, derogatory to women or LGBTQIA+;

- (vi) Any attempts at bribery or corruption in any manner;
- (vii) Wilful destruction of institutional property;
- (viii) Creating ill-will or intolerance on religious or communal grounds;
- (ix) Violation of rules of examination by using unfair means;

*Explanation:* The term “unfair means” shall have the same meaning as ascribed to it under the National Law University (Jodhpur) Manual, 2021, as amended from time to time.

- (x) Indulging in ragging;
- (xi) Committing an act that constitutes sexual harassment as provided under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013;
- (xii) Committing a cyber-offence.

*Explanation:* The term “cyber-offence” shall mean the commission of any act recognised as an ‘offence’ under the Information Technology Act, 2000.

## **Article 16**

### *Election Commission*

- (1) There shall be an Election Commission constituted by the Patron to conduct and regulate the election process of the SBA, including the redressal of election-related grievances and enforcement of the Model Code of Conduct till the completion of elections as provided under this Chapter and Schedules I, II and III.
- (2) In addition to the Election Commission, the Patron may appoint Observer(s) to oversee the free and fair conduct of elections.
- (3) Decisions of the Election Commission shall remain subject to appeal to the Patron. The appealing party must file such an appeal within one (1) working day after the adverse decision is notified.

## **Article 17**

### *Grievance Redressal Committee for the SBA*

- (1) The Patron shall constitute a Grievance Redressal Committee [“**GRC**”] for SBA as a regular and continuing unit of the University to redress:
  - (a) Complaints relating to disqualification and/or removal of the members of the SBA; and

- (b) Any election-related complaints received following the declaration of results, including but not limited to breaches of the Model Code of Conduct of elections and complaints relating to election-related expenditures.

*Provided* that complaints relating to disqualification and/or removal may be filed only during their tenure.

*Provided further* that complaints relating to the election may be filed by any student only within three (3) weeks of the declaration of the election results

- (2) GRC shall consist of the following members:
  - (a) Dean (Student Welfare), as chairperson;
  - (b) One senior faculty member; and
  - (c) One senior administrative officer.
- (3) A majority of the members of the GRC must be present to conduct a meeting. It shall be presided over by the chairperson, and in their absence, a member nominated and notified by the chairperson shall preside over the meeting. In the absence of any other member, the Patron may appoint an alternative member for the conduct of meetings.

*Provided* that decisions of the GRC may be passed only in the presence of all members.

- (4) GRC shall take cognisance of the complaints by dismissing the complaint as per clause (3) of Schedule V or calling a hearing within three (3) working days.
- (5) Any such complaint may be registered in the name of the complaining student.

*Provided* that the GRC may take *suo-moto* cognisance.

- (6) All decisions of the GRC shall remain subject to appeal to the Patron. The appealing party must file such an appeal within one (1) working day after the adverse decision is notified.

*Provided* that the decision of the GRC shall stand and shall have full effect until the appeal is heard and decided by the Patron.

*Provided further* that the Patron may issue an order to suspend or terminate the operation of the decision of the GRC until the appeal is decided.

## **PART V**

### **REMOVAL AND FILLING OF VACANCY**

#### **Article 18**

##### *Removal of Members of the SBA*

- (1) Any member of the SBA may be removed on any of the following grounds:
  - (a) If they are disqualified under Article 15 prior to assuming their office or during their tenure;
  - (b) If it is found that they have breached the Model Code of Conduct;
  - (c) If they use the post for self-profit or for the profit of personal relations at a disadvantage to the members of the electoral college or the University;
  - (d) If they are found indulging in or abetting the commission of any activity which may create or aggravate differences, mutual hatred, or cause tensions between different castes and communities, or between different religious, linguistic or any other group(s) of students.
- (2) If a member of the SBA is found guilty, re-elections for the vacant office shall be held as per Article 19 and Schedule I.



## Article 19

### *Vacancy in SBA*

- (1) In the event of any post of SBA falling vacant, re-elections to that post shall be conducted within fourteen (14) days of the vacancy arising.

*Provided* that if the remaining tenure of the SBA at the time of vacancy is less than three (3) months, no re-elections for the vacant post(s) are required to be conducted.

- (2) In case any office of SEC is left vacant, the office bearers shall discharge the functions in the following manner until elections for the vacant post are held as per the provisions of the Constitution:
  - (a) In case the office of the President is left vacant, the Vice-President shall assume the respective duties and functions of the President as provided in Article 10(4).
  - (b) In case the office of the Vice-President is left vacant, the President shall assume the respective duties and functions of the Vice-President as provided in Article 9(7).
  - (c) In case the office of the General Secretary is left vacant, the Joint Secretary shall assume the

respective duties and functions of the General Secretary as provided in Article 12(6).

- (d) In case the office of the Joint Secretary is left vacant, the General Secretary shall assume the respective duties and functions of the Joint Secretary as provided in Article 11(5).



## **PART VI**

### **AMENDMENT**

#### **Article 20**

##### *Amendment*

- (1) A motion for amendment to the Constitution may be proposed in the following ways:
  - (a) Any member of the SBA may bring a motion of amendment to the Constitution by giving such motion to the President in writing.
  - (b) Any member of the electoral college may bring a motion of amendment to the Constitution with at least fifty (50) subscribers by giving such motion to the President in writing.
- (2) The SEC in consultation with Faculty Advisor(s), may approve the motion of amendment as the agenda of the SBA meeting.

*Provided* that two (2) or more members of the SEC vote in favour of such approval.
- (3) The SBA shall deliberate on such motion in its next meeting
- (4) The motion shall be considered passed if approved by a two-thirds majority of the total strength of the SBA.

*Provided* that the procedure laid down in clause (2) to clause (4) shall not be subject to amendment.

- (5) Such motion shall be presented to the Patron, on whose approval the Constitution shall stand amended in accordance with the terms of the motion.



## **PART VII**

### **MISCELLANEOUS**

#### **Article 21**

##### *Dispute Resolution Mechanism for SBA*

- (1) Any dispute relating to the functioning of the SBA between Batch Representatives shall be raised to the President, who shall strive to amicably resolve the dispute.
- (2) In cases where a dispute is not resolved through the process mentioned under clause (1), a member may appeal to the Faculty Advisor, who, after hearing all concerned parties, shall arrive at a decision that shall be final and binding.
- (3) Any dispute relating to the functioning of the SBA between Batch Representative(s) and members of the SEC or among the members of the SEC shall be raised to the Faculty Advisor, who, after hearing all concerned parties, shall arrive at a decision that shall be final and binding.

## **Article 22**

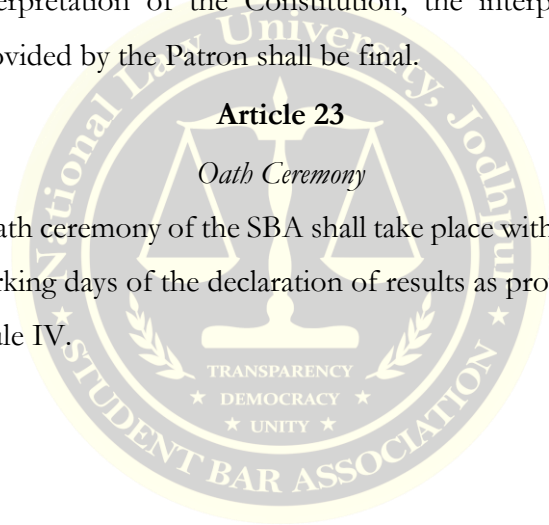
### *Interpretation*

- (1) In case of conflict between the Constitution and the applicable laws, rules and regulations of the University, the latter shall prevail.
- (2) If there is any ambiguity or dispute regarding the interpretation of the Constitution, the interpretation provided by the Patron shall be final.

## **Article 23**

### *Oath Ceremony*

The Oath ceremony of the SBA shall take place within three (3) working days of the declaration of results as provided in Schedule IV.



## SCHEDULE I

### *General Rules of Elections and Filing of Nominations*

#### (1) **General Rules and Procedure**

- (a) Election shall be held between six (6) to eight (8) weeks from the start of the academic year.
- (b) Candidates shall file their nomination with the Election Commission in the manner prescribed by the Constitution and on or before the date prescribed by the Election Commission.
- (c) The Election Commission shall notify the details of the elections to the electoral college, including:
  - (i) Details of the candidates finalised after scrutiny and withdrawal procedure which shall include their:
    - a. Name:
    - b. UG/PG semester:
    - c. Age:
    - d. Gender:
    - e. If the candidate has been convicted, tried or has pending cases against them for any offence(s):

- f. If the candidate has been found guilty or has pending disciplinary proceedings by the Disciplinary Committee of the University:
- g. If the candidate has previously contested for SBA elections:
  - (ii) Statement of Purpose of the candidates;
  - (iii) Date of the Know Your Candidate;
  - (iv) Date of the elections;
  - (v) Names of the Returning Officers and Observers;
  - (vi) Manner of conducting the elections; and
  - (vii) Date and time of counting of votes/declaration of results.
- (d) The entire process of elections, from the filing of nominations to the declaration of results, shall be completed within fourteen (14) days.
- (e) Elections shall be held for:
  - (i) SEC, wherein the entire electoral college shall vote for the posts of President, Vice-President, General Secretary, and Joint Secretary; and
  - (ii) Batch representatives, wherein members of the electoral college from each batch of the



undergraduate programme, may cast two votes, and two candidates (of different genders) having received the maximum number of votes will be considered elected. Members of the electoral college from each post-graduate programme may cast a vote for one **(1)** representative, and the candidate who has received the maximum number of votes will be considered elected.

*Explanation 1:* The term ‘gender’ shall include male, female and transgenders.

*Explanation 2:* The term ‘transgender’ shall have the same meaning as ascribed to it under Section 2(k) of the Transgender Persons (Protection of Rights) Act, 2019

- (f) Elections can be held either offline, online or in hybrid mode.
- (g) The candidates or, in their absences, their respective agent have the right to be present during the counting of votes.

*Explanation:* If the elections are held online, the candidates or, in their absence, their respective agent shall have the right to be present when the vote data is accessed.

- (h) After completion of the counting of votes, the Election Commission shall declare the names of the students with the highest number of votes for the respective posts as the winning candidate.

(2) **Rules for Filing of Nominations**

- (a) Candidate shall file their nomination along with their statement of purpose within the time prescribed by the Election Commission and in the manner ascribed in Form No. 1 provided under this Schedule.

*Explanation:* The statement of purpose of a candidate not exceeding 2000 words shall *inter-alia* include **(i)** past experience of that candidate relevant for the post being contested for, **(ii)** proposed ideas and activities that the candidate wishes to employ and execute during their tenure, and **(iii)** why they are best suited for the post they are contesting for.

- (b) Candidate shall file nomination for the post of Batch Representative with at least five **(5)** proposers to their nomination from their respective batch.

- (c) Candidate shall file nomination for a post in the SEC with at least twenty-five **(25)** proposers to their nomination.
- (d) The Election Commission shall verify the veracity of the nomination forms within three **(3)** days after the last day for the filing of nominations has elapsed.
- (e) The Election Commission shall reject the nomination of a candidate on any of the following grounds:
  - (i) The nomination form is factually misleading, substantially incomplete or erroneous;
  - (ii) The candidate is not eligible under Article 14;
  - (iii) The candidate is disqualified under Article 15;
  - (iv) The Election Commission is of the opinion that the candidate has indulged in any fraudulent or corrupt practice in the filing of the nomination.
- (f) After such verification, the Election Commission shall notify the University and the electoral college of the names of the candidates who shall be contesting elections and other details as provided under Para (1)(c) of this Schedule.

## SCHEDULE II

### *Rules for Circulation of Statement of Purpose and Know Your Candidate*

#### **(1) Rules for Circulation of Statement of Purpose**

- (a) Candidates shall provide a statement of purpose along with their nomination, which shall be duly accepted by the Election Commission.
- (b) The Election Commission may ask the nominee to resubmit the ‘Statement of Purpose’.
- (c) Statement of Purpose shall be published only by the Election Commission for the purpose of circulation to the electoral College.
- (d) Publication of Statement of Purpose shall be made only through electronic means.
- (e) The Election Commission may disqualify a candidate if any substantial discrepancy is found in their Statement of Purpose.

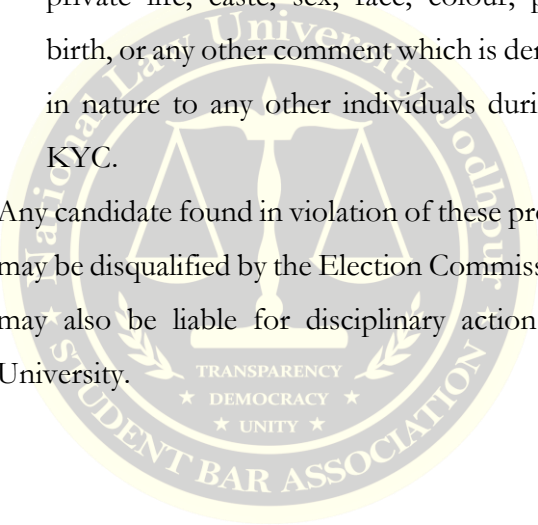
#### **(2) Know Your Candidate**

- (a) The Election Commission shall conduct and conclude the “Know Your Candidate” (“**KYC**”) forty-eight (**48**) hours prior to the date of the election.

*Explanation:* KYC shall be regulated by the Election Commission for the candidates contesting for the posts in the SEC and Batch Representative. The following rules must be followed in the organisation of the KYC:

- (i) Candidates contesting elections for the posts in the SEC shall be given a total of fifteen **(15)** minutes of speaking time, and candidates contesting elections for the posts of Batch Representatives shall be given a total of seven **(7)** minutes of speaking time. The candidates may allocate one-third **(1/3)** of the aforementioned time for a question-answer round with the audience.
- (ii) The candidates can make their speeches and answer questions in a language of their preference.
- (iii) The candidates shall strictly restrict their speech to their skills and experience suitable for them being elected to the concerned post and the ideas and proposals they may wish to implement during their tenure.

- (iv) The KYC for the SEC shall be open for all members of the electoral college to attend.
  - (v) The KYC for the Batch Representatives shall be open only to the members of the respective batch.
  - (vi) No Candidate shall make any comment on the private life, caste, sex, race, colour, place of birth, or any other comment which is derogatory in nature to any other individuals during such KYC.
- (b) Any candidate found in violation of these provisions may be disqualified by the Election Commission and may also be liable for disciplinary action by the University.



## FORM NO. 1

*Form for Filing of Nomination*

### (1) Details of the Candidate:

- (a) Name of the Candidate
- (b) UG/PG/Semester
- (c) Enrolment Number
- (d) Year of Admission to the University
- (e) Contact Address with phone number
- (f) Date of Birth
- (g) Age (as of the date of nomination)
- (h) Gender

(2) We declare that we are members of the electoral college, and we propose to the present nomination,

<u>Sr. No.</u>	<u>Name</u>	<u>Roll No. &amp; semester</u>	<u>Contact No.</u>	<u>Signature</u>	<u>Self-attested University Identity Proof</u>
1.					
2.					
3.					
4.					
5.					

6.					
7.					
8.					
9.					
10.					

- (3) **Whether the candidate has been convicted/tried/ or has cases pending against them for any offence(s)? If yes, the candidate shall furnish the requisite information.**
- (4) **Whether the candidate has been found guilty or has pending disciplinary proceedings by a Disciplinary Committee set up by the University? If yes, the candidate shall furnish the requisite information.**
- (5) **Whether the candidate has previously contested for SBA Elections? If yes, the candidate shall furnish further details of the same.**

**(6) Declaration by the candidate**

I, \_\_\_\_\_, assent to my nomination and hereby declare that I am a member of the electoral college; that I am enrolled in \_\_\_\_\_ semesters of the \_\_\_\_\_ course; that I wish to contest the elections for the post of \_\_\_\_\_ that I am eligible to contest for the



said post as per Article 14 of the Constitution, and that I am not disqualified under any of the grounds listed under Article 15 of the Constitution. The information provided above is true to the best of my knowledge and belief. I have submitted the relevant documents to support my candidature.

Date:

Place:

Signature of the candidate



### **SCHEDULE III**

#### *Model Code of Conduct*

- (1) Model Code of Conduct shall remain in operation from the date of notification of the election announcement to the declaration of results.
- (2) Without prior sanction from the Election Commission, no places within or outside the University shall be used for election purposes.
- (3) During the election period, the candidates may hold public meetings, provided that such public meetings do not, in any manner, disturb the lectures or other academic or co-curricular activities of the University. Further, such public meetings shall not be held without the prior written permission of the Election Commission.
- (4) A candidate running for a post in the SBA shall not be allowed to spend any monetary sum for campaigning/canvassing or any activity incidental thereto for the election.
- (5) No candidate or their supporters shall be permitted to make use of printed posters, pamphlets, or any

other printed material for the purpose of campaigning/canvassing.

- (6) The use of loudspeakers, vehicles or appurtenance for the purpose of canvassing/campaigning or any activity incidental thereto for the elections shall be prohibited.
- (7) No candidate shall indulge in nor abet in the commission of any activity which may create or aggravate differences, mutual hatred, or cause tensions between different castes and communities, or between different religious or linguistic, or any other group(s) of students.
- (8) Candidates shall refrain from criticism of all aspects of private life not connected with the public activities of the other candidates or supporters of such other candidates. Criticism of other candidates or their supporters based on allegations or distortions is strictly prohibited.
- (9) Candidates shall make no appeal to partisan, communal, linguistic, or other divisive feelings for securing votes.

- (10) All candidates shall be prohibited from indulging in or abetting the commission of any activity which is considered to be a 'corrupt practice' or any other act that hinders with free and fair conduct of elections.

*Explanation:* The term "corrupt practices" shall have the same meaning as ascribed to it under Section 123 of The Representation of People Act, 1951.

- (11) On the day of polling, candidates and their supporters shall:
- (i) Co-operate with the officers on election duty to ensure peaceful and orderly polling.
  - (ii) Not indulge in any activity which may lead to annoyance or obstruction for voters in the exercise of their franchise;
  - (iii) Not hand out any election propaganda.
- (12) Any candidate found in violation of Para (1) to (11) shall be immediately disqualified. Such a candidate may also be liable for disciplinary action and/or other action as per the University regulations.
- (13) Candidates individually and collectively shall be responsible for ensuring the cleaning up of the

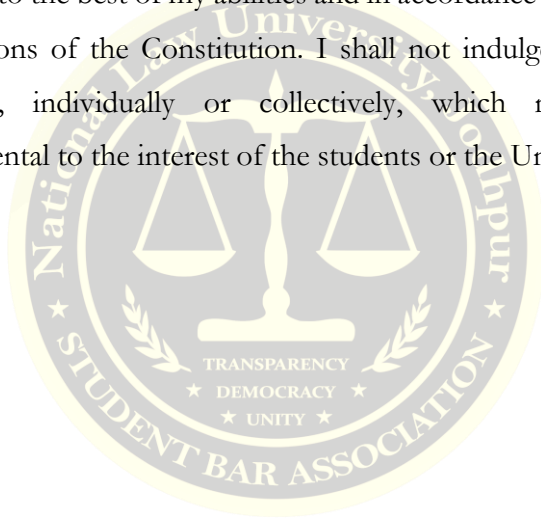
polling area within twenty-four (24) hours of the conclusion of the polling.



## SCHEDULE IV

### *Oath for the Members of the SBA*

I, ....., do solemnly swear (or affirm) that I shall uphold the Constitution of the Student Bar Association of National Law University, Jodhpur and execute the duties of my post without fear or favour to the best of my abilities and in accordance with the provisions of the Constitution. I shall not indulge in any activity, individually or collectively, which may be detrimental to the interest of the students or the University.



## SCHEDULE V

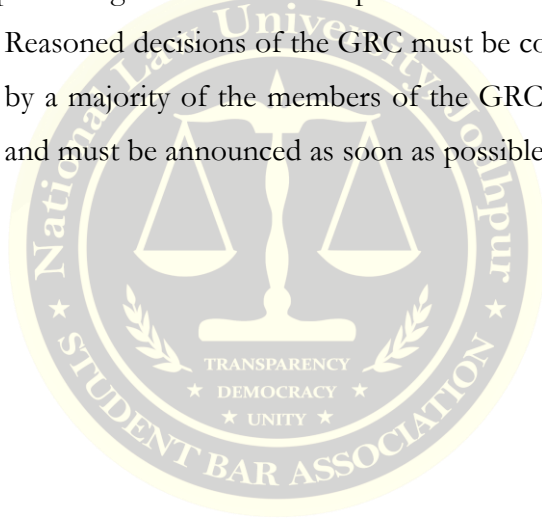
### *Proceedings of the Grievance Redressal Committee [“GRC”]*

- (1) In the exercise of its mandate, the GRC shall conduct proceedings and necessary hearings. In executing those duties, they shall have the authority to summon candidates, agents, workers, and students to appear and give testimony, as well as produce necessary records; and
- (2) The records of hearings, proceedings, and meetings of the GRC may be made available to any member of the electoral college upon request.
- (3) The GRC may dismiss a complaint in the following circumstances:
  - (a) the complaint was not filed within the time frame prescribed; and
  - (b) the complaint fails to state a cause of action for which relief may be granted.
- (4) The notice must be provided to the complaining party and all individuals named in the complaint of the time and place of the hearing in writing.

- (5) The hearing shall be held at the earliest possible time but not within one (1) working day after receipt of the notice described above.
- (6) At the time the notice of a hearing is issued, the GRC, by majority vote, may issue an interim order if it determines that such action is necessary to prevent undue or adverse effects on any individual or entity. Any such order, once issued, will remain in effect until a decision of the GRC is announced after the hearing or until rescinded by the GRC.
- (7) The GRC shall have the power to determine the format of the hearing. It shall, however, at the minimum, conform to the following rules:
  - (a) The burden of proof shall lie on the complaining party;
  - (b) The complaining party shall be allowed to call not more than two (2) witnesses for their case. However, the GRC shall have the power to call any additional witnesses if necessary. If said witnesses are unable to appear at the hearing, signed affidavits may be submitted by them to the GRC;



- (c) All questions and discussions by the parties to the dispute shall be directed to the GRC;
- (d) No complaining or responding party shall be allowed to directly examine or cross-examine any party or witness during the hearings; and
- (e) The GRC shall provide a reasonable time limit for presenting the case to all the parties.
- (8) Reasoned decisions of the GRC must be concurred by a majority of the members of the GRC present and must be announced as soon as possible.



## SCHEDULE VI

### *Funds and Finances of the SBA*

1. Funds for the SBA shall be earmarked by the University Administration at the beginning of every academic year as the ‘Student Bar Association Fund’.
2. Additional funds for the SBA may be raised in the following manner:
  - (a) Funds received from the State/Central Government, University Grants Commission, or any other statutory authority/body on request of the SBA after approval from the Faculty Advisor(s);
  - (b) Funds that may be raised as part of the sponsorship for any event. Provided that SBA shall approach sponsors after approval from the Faculty Advisor(s);
  - (c) Funds granted by University Administration at the request of the SBA. Provided such a request may be made only after the SBA has exhausted funds allocated for the academic year; or

(d) Any other means adopted after due consultation with the Faculty Advisor(s) and the University Administration.

3. Disbursement of funds:

(a) The General Secretary, after consultation with the Faculty Advisor, shall make a written request to the Registrar for approval of events along with the budget for the same. The request shall contain the details of the event and an estimate of the budget.

*Provided* that the funds shall be approved only for activities/events authorised by resolutions passed by the SBA.

(b) Following approval by the competent authority, the expenses in relation to such an event shall be incurred by the University Administration as per the Financial Regulations of the University.

(c) There shall be a separate Imprested Fund released from the SBA fund for all contingency expenses of the SBA, in relation to any specific event or otherwise, which shall be impressed to Rs. 10,000. The same shall be disbursed to the

General Secretary of the SBA to spend on cash out of the said amount.

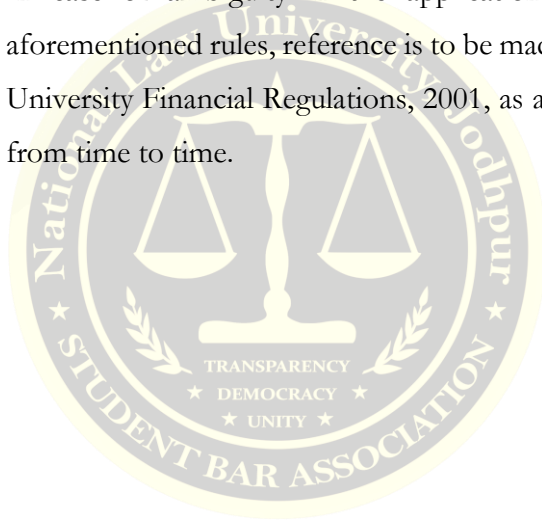
- (d) The General Secretary shall prepare a Statement of Expenses concerning the expenses made out of the Imprested Fund within two (2) weeks of the disbursement of the concerned amount. The Imprested Fund shall be recouped after the submission of the said Statement of Expenses to the Registrar.

*Provided* that the Statement of Expenses has been approved by the Faculty Advisor(s).

4. Excepting the expenses made under the Imprested Fund, General Secretary and Joint Secretary shall prepare a Financial Statement on the expenditure incurred for the event, and the same shall be submitted, after approval from the Faculty Advisor(s) to the Registrar within four (4) weeks of the conclusion of the event.

*Provided* that if the nature of the event is continuing, a provisional Report shall be submitted every four (4) weeks.

5. The unutilised funds of the SBA from any academic year shall be retained and carried forward to the next academic year.
6. The funds disbursed shall be optimally and economically utilised to further the spirit of the Constitution.
7. In case of ambiguity in the application of the aforementioned rules, reference is to be made to the University Financial Regulations, 2001, as amended from time to time.



## **ACKNOWLEDGEMENT**

The Constituent Assembly recognises the efforts of the following members in the drafting of the Constitution of the Student Bar Association, National Law University Jodhpur:

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1. Dr. Anjali Thanvi
2. Mr. Ankit Singhal
3. Mr. Anshuman Mathur
4. Dr. Bipin Kumar
5. Dr. Rashmi Mathur
6. Mr. Renjith Thomas
7. Mr. Richpal Singh
8. Mr. Vinod D.

### **Student Members**

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2. Aashish Lakhanpal
3. Abhinav Srivastav
4. Achal Mittal
5. Achyuth Jayagopal

6. Aditya Kaushik
7. Aditya Saxena
8. Amlan Mishra
9. Bhavita Vashishtha
10. Bhavyakriti Singh
11. Chirali Jain
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13. Devika Sreekumar
14. Divya Kumar
15. Himanshu Ranjan
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22. Namrata Jeph
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24. Parnika Goswami
25. Piyush Sharma
26. Pragyansh Nigam
27. Prakhar Raghuvanshi



28. Priyanshi Vashishta
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30. Raja Reeshav Roy
31. Rajat Sharma
32. Rajesh Ranjan
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34. Rohan Sachdev
35. Sandarbh Vikram Singh
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38. Shambhavi Kala
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40. Shreya Parwa
41. Sneha Naresh
42. Suchit Reddy
43. Swapnil Srivastava
44. Tisha Gupta
45. Vishwas Agarwal
46. Yash Joshi





## SIGNATURES

Mr. Renjith Thomas (Chairperson)	
Dr. Anjali Thanvi	
Mr. Ankit Singhal	
Mr. Anshuman Mathur	
Dr. Rashmi Mathur	
Mr. Richpal Singh	
Mr. Vinod D.	
Aabhas Nishish Chaturvedi	
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Bhavyakirti Singh	
Bhavita Vashishtha	
Himanshu Ranjan	
Jehan Jhaveri	
Malaika Shivalkar	
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Neel Rao	
Parnika Goswami	

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