



COMSATS University Islamabad

Registrar Secretariat, Principal Seat, Islamabad

No. CUI-Reg/13-1(1)/Circ/23-171

February 13, 2023

CIRCULAR

Subject: **Guidelines for Polling Officers at CUI Campuses - Election 2023**

Following guidelines for Polling Officers at CUI Campuses for Election -2023 are being circulated, for information and compliance:

- (i) Polling Officers will issue the ballot paper after verifying electoral identity and checking the original Service Card/ CNIC/ Electoral Roll No. of the voter.
- (ii) No mobile phones or cameras will be allowed inside the polling stations.
- (iii) If a ballot paper is damaged, the counterfoil of the spoiled ballot paper will be marked as cancelled and the alternate Ballot paper may be supplied together with its counter foil that shall be marked duplicate by the polling officers.
- (iv) Where voters are required to stamp/ elect more than one candidate on a single ballot paper, all marked votes will stand invalid if more than the required number of candidates are stamped or if not stamped properly inside the box specified for stamping.
- (v) Ballot paper will be considered valid if less than the required number of candidates are stamped.
- (vi) Voters present inside the polling station by 5.00 pm on the polling day will be accommodated to cast their votes.
- (vii) Ballot paper shall not be issued after expiry of the voting time notified for the purpose.
- (viii) After expiry of the polling time, Polling Officers shall examine the ballot paper and may reject any invalid ballot paper.

- (ix) The Polling Officer will write down total number of valid votes casted in favor of each candidate on result sheet and will obtain the signatures of the candidates or their authorized Polling Agents. The Polling Officers will sign all result sheets and will send the scanned copy of result sheets(s) to the Registrar, CUI/ Returning Officer immediately after completion of counting in presence of the Polling Agent. The original sheet will be sent to the Registrar, CUI/ Returning Officer through post/ courier together with all the record of elections.
- (x) The polling Officers will declare a ballot paper(s) invalid if:
- (a) It does not bear any official mark.
 - (b) It has been left blank/ without stamp by the voter.
 - (c) There is any name, word or sign upon it by which the voter may be identified.
 - (d) The vote has been casted in favor of more candidates than the maximum number mentioned on the ballot paper.
 - (e) The vote has not been casted in the prescribed manner.
 - (f) There is any tempering/ defacement creating a doubt that there has been an attempt to alter or erase the mark of voting or
 - (g) There is some uncertainty about the identity of the candidate in whose favor the vote has been casted.

2. This issue with approval of the Rector, CUI.



(Ghazala Naz)
Assistant Program Officer

Distribution:

- Polling Officers at CUI Campuses

CC:

- SO to Rector
- PS to the Registrar