



Professor Saeed Uddin
Returning Officer,
Jamia Administrative Staff Association

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15th January 2021

TO ALL CONCERNED

The Jamia Administrative Staff Association (JASA) General Election will be held on Wednesday, 24th February, 2021 for the following positions. The elections will be held by strictly observing the COVID-19 Protocols:

S.No.	Name of Posts	No. of Posts
1.	President	01
2.	Vice President	01
3.	General Secretary	01
4.	Joint Secretary	01
CABINET MEMBERS		
1.	Central Office Constituency	03
2.	Faculty Constituency	03
3.	Library Constituency	01
4.	Laboratory Constituency	01
5.	Centres Constituency	01
6.	Building Department Constituency	01
	Total Cabinet Members	10

Nomination forms will be available on the JMI website (JASA Link) from 09.02.2021.

(Professor Saeed Uddin)
Returning Officer
JASA Elections

Note: All JASA Members are requested to check for the updates about JASA Elections on the JMI website, using JASA link, and also on the Notice Board of JASA Office. Information will also be sent by e-mails to the JASA members.

Copy to: The Hony. Director, FTK-CIT for information with the request to display all the information related to the JASA Elections on the Jamia website.



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The General Election for the Jamia Administrative Staff Association (JASA) Office bearers will be held by strictly observing the COVID-19 Protocols as per schedule given below. **Polling will take place on 24.02.2021 at the JASA Office, Gate No.8 (Old SRK Hostel).**

S.No.	Event	Date	Venue/Time
1.	Display of Draft Voters List	Wednesday, 03.02.2021	JMI Website
2.	Corrections/Inclusions (if any) to be received	Friday, 05.02.2021	In JASA Office Up to 4:30 P.M.
3.	Display of Final List of Voters after Corrections, if any	Monday, 08.02.2021	JMI Website
4.	Filing of Nomination Papers	Wednesday, 10.02.2021 & Thursday, 11.02.2021	In JASA Office 10:00 A.M. to 4:30 P.M.
5.	Scrutiny of Nomination Papers	Friday, 12.02.2021	---
6.	Display of List of Candidates	Monday, 15.02.2021	JMI Website
7.	Withdrawal of Nomination Papers	Tuesday, 16.02.2021	In JASA Office Up to 4:30 P.M.
8.	Display of Final list of Candidates	Wednesday, 17.02.2021	JMI Website
9.	Submission by the candidates the Names & Photographs of their Polling/ Counting Agents (who shall be JASA Members having valid Jamia ID)	Thursday, 18.02.2021	In JASA Office Up to 4:30 P.M.
10.	Polling at JASA Office	Wednesday, 24.02.2021	9.00 A.M. to 4:00 P.M.
11.	Counting of Votes Followed by Declaration of Results	Wednesday, 24.02.2021	4:30 P.M. Onward At JASA Office

Important Notes: 1) Valid JMI ID-card will be compulsory for casting of the votes.
2) Voters will be required to tick-mark names as per the required number of posts. Ballot papers with incomplete or extra tick markings will be liable to be rejected.

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Copy to:

1. All the Deans/Heads/Directors/Offices with a request to kindly circulate amongst the JASA members.
2. The Registrar, Jamia Millia Islamia for information.
3. Hony. Director (CIT) with a request to kindly upload on the Jamia website/JASA link.
4. Secretary to the Vice Chancellor, JMI for information.
5. Security Advisor, JMI, with the request to provide necessary security arrangements.
6. Chief Proctor for any necessary action from their side.