

**ALL INDIA GEMS & JEWELLERY TRADE FEDERATION (GJF), MUMBAI  
ELECTIONS TO THE COMMITTEE OF ADMINISTRATION**

**CODE OF CONDUCT FOR THE GUIDANCE OF CANDIDATES**

**I. General Conduct**

1. No candidate shall involve in any activity which may create differences or hatred or tension between different classification of members or their background, caste, religion, or group.
2. Criticism of other candidates, when made, shall be confined to their policies and programme, past record and work. Candidates shall refrain from criticism of all aspects of private life, not connected with the GJF activities of the candidates or representatives of other candidates. Criticism of other candidates or their representatives based on unverified allegations or distortion shall be avoided.
3. All the members are expected to maintain cordial and congenial atmosphere during election campaign. To maintain harmony amongst members it is expected that all the candidates and their supporters shall refrain themselves from criticism of other candidates on their private life and from the criticism of other candidates on baseless and unverified allegations and from any comments on other candidates which are not concerned with the activities of the GJF.
4. There shall be no appeal to groups, classification of members, caste or communal feelings for securing votes.
5. Any places of worship, or GJF premises / properties shall not be used as forum for election propaganda.
6. All the candidates shall avoid scrupulously all activities which are “corrupt practices” such as bribing of voters, intimidation of voters, impersonation of voters, arranging a congregation of voters / members on or around a polling facility, or any member's premises, computers, networks, systems being used for voting, holding members meetings during the period of 48 hours ending with the hour fixed for the close of the poll, and the transport and conveyance of members / voters to and from polling facility or a member's premises being used for voting.
7. The election authority and observers shall be monitoring the online voting process and a single computer / client / IP address shall not be used for exercising more than ONE VOTE. GJF shall be conducting elections on a principal of ONE VOTER - ONE VOTE and to enforce it, a system shall be designed in such a manner to prevent multiple voting from a single system / IP address.
8. The right of every individual for peaceful and undisturbed home-life shall be respected, however much the candidates or candidates may resent his professional opinions or activities. Indulging in any activity, such as approaching any place belonging to a member / individual / candidate for expression of dissent / support / protest shall not be resorted to under any circumstances. GJF is a trade body, and it's members may be having business / professional / family / social relations and the spirit in conducting an election in a brotherly / friendly atmosphere must be maintained.
9. The election of GJF shall be conducted in true spirit of brotherhood and friendship. No candidate shall permit its or his followers to make use of any other GJF member's land, building, compound wall etc., without his permission for creating office, conducting election related meetings, creating promotion or canvassing material like posters, banners,

pamphlets, brochures etc. However, GJF shall try to educate the members about contestants and equal opportunity shall be provided to all the nominees / contestants.

10. Members seeking votes can contact members personally, directly, and on one to one basis, no hate propaganda against any individual or organization shall be allowed.
11. All Candidates shall ensure that their representatives do not create obstructions in or break up meetings or group gatherings organized by other candidates in any manner.
12. No Processions, congregations, group meetings shall be allowed during the period from the date on which the elections are announced, till the date the results are declared.
13. No CoA meetings shall be conducted during this period, except emergency meetings warranted by an extra ordinary situation, which satisfies the election authority and election committee. Any COA meeting proposed to be conducted must have a prior approval from CEA, with adequate notice period and an agenda circulated in advance and approved by CEA, no other matter except the circulated agenda shall be taken up.

## **II. Meetings, gatherings, congregations or processions and grievances**

1. A candidate shall ascertain in advance if there is any restriction or restraining order has been passed by election authority or election committee against any candidate / representative / person. If any exemption is required from such orders, it shall be applied for and obtained well in time. Acquisition of awareness in this regard shall be a prerogative of the candidates or members.
2. Any grievance or complaint by any candidate or member shall be addressed to election authority, in due course of time, GJF, election authority or election committee shall not be responsible for any delay in reporting of a grievance or complaint.
3. As GJF elections are meant ONLY for GJF MEMBERS, as candidates or participants, no third party, or outsider shall be allowed to influence the voting, express their views.
4. Any candidate desirous on conducting any meeting / canvassing event / electronic material / promotion material must obtain the approval of election authority, at least 4 days in advance. Doing so without an approval could result in disqualification.
5. To protect the environment, and to promote fair practices amongst candidates and members, all the candidates shall use only computer / electronic media for sending messages, canvassing or promotion, it is clarified, that no paper / printed material shall be used.

## **III. Polling Days**

All Candidates shall –

- i. co-operate with the election authority / election committee / it's authorised representatives on election duty to ensure peaceful and orderly polling and complete freedom to the voters to exercise their franchise without being subjected to any annoyance or obstruction.
- ii. any contact with election authority / committee / polling organisers only under proper authorisation from GJF, which shall be obtained in advance.
- iii. agree that no paper, slip, sheets, poster, pamphlets, brochures shall be provided to ANY GJF MEMBER, whether a voter, a representative or whatsoever, containing any symbol, name of the candidate or any other material to guide or influence any member or voter to vote for someone.

- iv. refrain from entertaining or congregating anywhere on polling day and during the forty eight hours preceding it.
- v. not allow unnecessary crowd to be collected near any other member's premises, polling facility or an individual member's computer / network / systems so as to avoid confrontation and tension among members and sympathizers of the candidates.
- vi. ensure that the candidate's premises to be crowd or congregation free, to clarify, no GJF members, in a number excess of 4 shall be present at a candidate's or other GJF member's premises / location. They shall not display any posters, flags, symbols, banners, pamphlets, brochures or any other propaganda material. No eatable shall be served at any such gatherings allowed as above and
- vii. co-operate with the election authority / committee / observers in complying with the restrictions to be imposed on the polling day.
- viii. any non-compliance / violation reported of the above rules, may result in cancellation / nullification / voiding of votes cast by members reported, and, candidates may face disqualification.

#### **IV. Polling computers / systems / facility**

Excepting the voters, no one without a valid voter login ID and password from the Election Authority shall try and access the system, members / voters shall ensure that their computer / network / systems / facility are not be used to exercise more than ONE VOTE, and are not allowed access to other members / candidates.

#### **V. Observers**

The Election authority shall appoint observers. If the candidates or their representatives have any specific complaint or problem regarding the conduct of elections they may bring the same to the notice of the observer. No change in voter list shall be allowed except communication details.

#### **VI. Existing CoA**

The CoA members having a position at the time of announcement of elections, shall ensure that no cause is given for any complaint that it has used its official position for the purposes of its election campaign and in particular –

- (i) (a) The CoA members or the contesting candidates shall not combine their official visit with electioneering work and shall not also make use of GJF machinery or personnel / office / staff / employees / executive office during the electioneering work.
- (b) GJF transport including authorised air travel, vehicles, machinery and personnel shall not be used for furtherance of the interest of the existing CoA;
- (ii) GJF office and / or member's premises, for holding election meetings, and use of any other public place or property in connection with elections shall not be monopolized by CoA or contesting candidates.
- (iii) Promotion / campaigning / soliciting of votes at the cost of GJF in any media and the misuse of GJF sponsored media during the election period for partisan coverage of news and publicity regarding achievements with a view to furthering the prospects of the CoA occupying office of the GJF shall be scrupulously avoided.
- (iv) CoA members occupying GJF office and other executive personnel shall not sanction / approve expenses / payments other than strictly day to day running expenses of GJF office

and / or expenses related to election process from the time elections are announced by the election committee; and

(v) From the time elections are announced by election committee, CoA in occupation of the GJF office and other executive members shall not –

(a) announce any financial projects / programmes in any form or promises thereof; or

(c) make any promise of new projects / programmes / initiatives, having future financial implications for GJF and, or, it's members; or

(d) make any ad-hoc appointments in executive office, which may have the effect of influencing the voters in favor of the CoA in occupation of GJF office, except for the election work.

**Note:** The Election committee shall announce the date of any election which shall be a date ordinarily not more than three weeks prior to the date on which the notification is likely to be issued in respect of such elections.

(vii) CoA members in occupation of GJF office shall not enter any polling facility or a member's premises to be used for voting or place of counting except in their capacity as a candidate or voter or authorized agent.

## **VII. Guidelines on Election Manifestos**

GJF's CoA, executive office, election candidates or voting members shall desist from making any future commitments in the form of manifestos / agenda / promises / promotion material / pamphlets or brochures, it may please be noted further that:

(i) although, it is obvious that the promises in the election manifesto cannot be construed as 'corrupt practice' under the law or articles, the reality cannot be ruled out that distribution of freebies of any kind, undoubtedly, influences all people. It shakes the root of free and fair elections to a large degree.

(ii) To spread awareness amongst the members / voters about the contesting candidates, Election Authority / Election Committee shall endeavour to circulate a common document, preferably in electronic format, such as PDF, which contains introductions and commitments of all the nominated candidates in an alphabetical order, separately for zones or panels, and wordings of all the introductions shall be based on the information provided by candidates in their nomination forms. Therefore, in order to ensure the fairness of the election process, all the candidates shall ensure that only, relevant, correct, non-maligning, and any information not in contempt or defamation of others shall be provided by them.

By the order of Chief Election Authority,

Col TK Das (Retd)

GJF Elections 2016