

# **OFFICE OF THE RETURNING OFFICER**

Punjab Pharmacy Council, Medical Education Bhawan,  
Sector-69, S.A.S. Nagar(Mohali)

No. RO-2024/10

Dated Mohali the 18<sup>th</sup> July 2024

## **General Instructions for Elections of Punjab Pharmacy Council**

1. The nomination form and electoral roll are available for download on the Punjab Pharmacy Council's official website pbsp.org . Anyone can download copies of the nomination form and electoral roll from the Punjab Pharmacy Council's official website. A paper copy of the nomination form or electoral roll will not be issued by the Punjab Pharmacy Council.
2. Candidate qualified for election must be proposed and seconded by persons qualified as electors. The nomination paper should be in Form B. No elector shall propose or second the nomination of more than 6 (six) persons that are required to fill up the vacancies. Additionally, if an elector submits more nominations than required to fill up the vacancies, all of his/her nominations will be declared invalid.
3. The candidate must sign the nomination paper declaring that he/ she is willing to serve on the Council; otherwise, the nomination paper would be deemed void.
4. Every candidate shall along with the proposal for nomination, deposit with the Returning Officer a sum of Rs.1000/- in cash or Demand draft in favour of Returning officer, Punjab Pharmacy Council payable at Mohali as 'Nomination Security Deposit' and he/she shall not be deemed to be duly nominated unless the said deposit has been made. The deposit shall be forfeited to the Council if the candidate is not elected and the number of votes recorded in his/her favour is less than one-eighth of the total number of votes recorded. The said deposit shall be returned if it is not forfeited under this sub-rule.
- 5 All nomination proposals must be submitted in writing, signed by both the proposer and the seconder, with the necessary supporting documentation attached and sent by post or otherwise, so as to reach the Returning Officer on or before the deadline, fixed in this regard.
6. The Returning Officer shall scrutinise the nomination papers received by him at Punjab Pharmacy Council, Medical Education Bhawan, Sector 69, Sahibzada Ajit Singh Nagar(Mohali), Punjab on the date as fixed in this regard. Any candidate may be present either in person or by an accredited representative at the time of such scrutiny. On completion of the scrutiny of nominations and after the expiry of the period within which candidature may be withdrawn under sub rule 8, the Returning Officer shall forthwith declare the names of the candidates whose nomination papers are held valid by him.
7. Any candidate may withdraw his/her candidature by notice in writing signed by him/her. Such notice shall not be valid, unless it is delivered to the Returning Officer, or sent to him by post or otherwise and received by the Returning Officer, on or before the time and the date appointed for such purpose.
8. If in the case of any election the number of candidates duly nominated does not exceed the number required to fill up the vacancies, the Returning Officer shall

forthwith declare such candidates to be elected.

9. If more candidates than are necessary to fill up the vacancies be nominated the Returning Officer shall forthwith publish their names and addresses in the Government Gazette of the State and otherwise as the Council shall deem fit, and shall further cause their names to be entered in voting papers in the form as laid down in Form 'C'.

10. The date as may be appointed by the Council in this behalf, the Returning Officer shall send by post to each elector one such voting paper bearing the official mark of the Returning officer and an identification envelope on which a declaration as per Form D is printed and a bigger cover on which are printed on the left top corner the serial alphabetical number and the name and the signature column at the lower left corner and the address of the Returning Officer printed as under :-

“ To  
The Retuning Officer,  
Pharmacy Council Office,  
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11. An elector who has not received his/her voting paper and other connected papers sent by post or whose papers, before they are dispatched back to the Returning Officer have been inadvertently spoiled in such manner that they cannot be conveniently used or who has lost his/her papers, may, on his/her transmitting to the Returning Officer a declaration to that effect signed by himself/herself requiring the Returning Officer to send him/her duplicate papers in place of those not received, spoiled papers shall be returned to the Returning Officer who shall cancel them on receipt.

12. Before the date appointed by the Council in this behalf every elector, desirous of voting, shall send his/her voting paper to the Returning Officer. Provided that the voting papers which are not received by the Returning Officer on or before the deadline for receipt of ballot papers shall be rejected.

13. The President shall nominate as scrutinizers such number of members of the Council not exceeding four as he thinks fit.

14. On a day chosen by the Council for this purpose, any candidate may physically attend the vote-counting process at Medical Education Bhawan, Sector 69, Sahibzada Ajit Singh Nagar, Punjab.

15. When the counting of the votes has been completed, the Returning Officer shall forthwith declare the candidate to whom the largest number of votes have been given to be elected and shall forthwith inform the successful candidate by letter of his/her being elected to the Council. If any candidate thus shown to be elected has withdrawn from the election, or refuses to accept election, that one of the remaining candidates to whom the next largest number of votes has been given shall be held to have been elected in the place of the withdrawing candidate, and so on for as many of the remaining candidates as there may be vacancies caused in this way.

16. When an equality of votes is found to exist between any candidates, and the addition of a vote will entitle any of the candidates to be declared elected, the determination of the person to whom such one additional vote shall be deemed to have been given shall be made by lot to be drawn by the Returning Officer, and in

such manner as the president or the person authorised by him in his/her behalf may determine.

17. Upon the completion of the counting and after the result has been declared by him, the Returning Officer shall seal up the voting papers and all other documents relating to the election and shall retain the same for a period of six months and thereafter cause them to be destroyed.

18. The Returning Officer shall inform the President of the result of the election.

19. If any question arises as to the intention, construction or application of this rule or the validity of any election the Council shall refer such question under section 24 of the Act to Government whose decision shall be final.

20. If any difficulty arises in holding an election and in carrying out the provisions of this rule, it shall be lawful for the President to take such action or pass orders as it may appear to him necessary or expedient.



**(Dr. Hardevinder Pal Singh)**  
Returning Officer,  
Punjab Pharmacy Council.