



**DAR ES SALAAM INSTITUTE OF TECHNOLOGY
(DIT)**



**DAR ES SALAAM INSTITUTE OF TECHNOLOGY
STUDENTS' ORGANISATION (DITSO)**

ELECTION REGULATIONS



**ELECTION REGULATIONS OF
DAR ES SALAAM INSTITUTE OF TECHNOLOGY
STUDENTS' ORGANISATION, 2025**

JANUARY, 2025

**DAR ES SALAAM INSTITUTE OF TECHNOLOGY
(DIT)**

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STUDENTS' ORGANISATION (DITSO)**

ELECTION REGULATIONS

Election Regulations of Dar es Salaam Institute of Technology
Students' Organization, 2025

January 2025

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PART I

PRELIMINARY PROVISIONS

1. This Regulation may be cited as Dar es Salaam Institute of Technology Students' Organization Election Regulations, 2025 and shall come into operation upon the approval of the Council and shall be subjected to review as and when need arises. Citation and Effective date
2. These regulations shall apply at all DIT campuses in the election of the DITSO leaders as stipulated under the DITSO constitution. Application
3. In these Regulations, unless the context otherwise requires: Interpretation

“agent” means a student appointed by a candidate as an election agent and includes polling agent and counting witness, trusted by the candidate to represent him/her when the election process is at that stage and deemed as such;

“ballot box” means a ballot box prepared by the Electoral Committee in a manner which allow a voter to put in ballot paper in such a way that he shall not be able to remove it;

“ballot paper” means a ballot paper prepared by the Electoral Committee in a manner capable to be used by voters in an election;

“by –election” means a special election to replace a person whose position becomes vacant before the next general election;

“candidate” means a student who submits himself for election of the specified post in the leadership of the Organization;

“chairperson” means the Chairperson of the Electoral Committee as chosen under the provision of DITSO Constitution;

“committee” means the Electoral Committee established under the provision of DITSO Constitution;

“council” means the Council Governing Board of the Dar es Salaam Institute of Technology;

“DITSO Constitution” means the Constitution of DITSO as amended as time to time;

“DITSO” means the Dar es Salaam Institute of Technology Students’ Organization;

“election” means election of the DITSO President, Vice President, Chief Minister, Vice Chief Minister, Speaker, Deputy speaker, Class Representatives, Block Managers, Departmental Executive Committee (DEXCOMs);

“electoral Committee” means the members established under DITSO Constitution to supervise Election process;

“hostel/block” means the hall of residence of students at the main campus and other campuses of the Institute;

“institute” means the Dar es Salaam Institute of Technology;

“member” means a member of the DITSO by virtue of the DITSO Constitution;

“Poll” means the process of voting in an election;

“Polling station” a designated place where voting takes place during an election.

“voter” means any DITSO member who is for the time being qualified to vote at an election in accordance with the provisions of the DITSO Constitution and these Regulations;

“voter’s card” means a student identity card or any other Institute official identification;

PART II

THE ELECTORAL COMMITTEE

4. - (1) Electoral Committee shall be composed of DEX-COM chairpersons and general secretaries and shall subsist for one academic year and shall not be appointed or contest to any other DITSO posts even if resigns for whatsoever reason, unless tenure expires.

Composition of
the Electoral
Committee

(2) The Committee shall, before the commencement of their duties, take oath of allegiance before the Commissioner for Oaths.

(3) The names of members constituting the Committee shall be published to the Institute Community before the Election Schedule.

(4) There shall be Chairperson, Vice Chairperson and the Secretary of the Electoral Committee who shall be elected by the members of the Committee from amongst themselves under supervision of the Director of Students Services. Where the Chairperson is elected a male student, the Vice Chairperson shall be a female and vice-versa.

(5) Subject to the provisions of the DITSO Constitution, the Chairperson shall preside at all meetings of the Committee and in his absence, the Vice-Chairperson shall preside, or if both, the Chairperson and Vice- Chairperson are absent, the members present may elect one member from amongst to act as the Chairperson.

- | | |
|--|--|
| <p>5. In the course of discharge of their duties, members of the Electoral Committee shall not be immune from the Institute’s disciplinary proceedings with regard to their acts and or actions within the mandate of the Electoral Committee.</p> | <p>Absence of immunity</p> |
| <p>6. The financial expenses by the Electoral Committee shall be borne by DITSO.</p> | <p>Expenses of the Electoral Committee</p> |
| <p>7. All decision of the Electoral Committee shall be made by simple majority vote of the members present and the voting at meeting shall be the way of secret ballot.</p> | <p>Decisions</p> |
| <p>8. The Chairperson, Vice-Chairperson or the acting Chairperson presiding at any meeting of the Committee shall have a vote and, in the event of an equality of votes, shall have a casting vote in addition to his deliberative vote.</p> | <p>Meetings and decisions</p> |
| <p>9. The quorum at any meeting of the Committee shall be half of the members including the Chairperson or in his absence the Vice- Chairperson or the acting Chairperson as the case may be.</p> | <p>Quorum of the Committee</p> |
| <p>10. The Electoral Committee shall have a seal approved by the DITSO president, which shall be used in all documents issued or used by the Electoral Committee. For avoidance of doubt, any document so issued or used by the Electoral Committee not bearing the seal shall not be considered to be authentic.</p> | <p>Seal of the Committee</p> |
| <p>11. All minutes of Electoral Committee shall be recorded and kept for reference.</p> | |

PART III
POSTS TO BE CONTESTED & PROCEDURE OF
ELECTION OF DIFFERENT POSTS

12. (1) During general elections, the following posts shall be contested for:

Posts to be
contested

- (a) President/Chief Minister;
- (b) Vice President / Vice Chief Minister;
- (c) Speaker;
- (d) Deputy Speaker;
- (e) DEXCOM;
- (f) Block Manager; and
- (g) Class Representative.

(2) Provided that, the Vice President at DIT main campus or the Vice Chief Minister at the respective DIT campuses and DEXCOM shall contest as a running mate.

13. Election of President/Chief Minister; Vice President / Vice Chief Minister; Speaker; Deputy Speaker; DEXCOM; Block Manager; and Class Representative shall be conducted in a manner stipulated in DITSO Constitution.

Procedure
of election of
different posts

14. A student applying for any position specified in Rule 12(1) must, upon submitting the nomination forms to the Committee, attach two recent color postcard-sized photographs and provide a pay-in slip for the specified fee deposited into the DITSO bank account, amount as outlined in the Students' Financial Regulation.

PART IV
SCREENING OF CONTESTANTS

15. (1) Prior to the election process, the Electoral Committee shall conduct screening of all the contestants with a view to assessing their credibility and suitability for the election. Screening of contestants

(2) For avoidance of doubts, the electoral committee shall screen any qualified contestant(s) in accordance with the qualifications provided under DITSO constitution.

16. (1) The Committee shall assess whether the minimum qualifications for each contestant in each respective post as set out in the DITSO constitution have been met by the contestant in question.

(2) The Electoral Committee shall announce publicly all the qualified candidates in various posts. No limitation of number of contestants.

(3) Names of qualified candidates shall be arranged alphabetically starting with surnames along with their students registration number.

PART V
ELECTION CAMPAIGNS

17. (1) There shall be general election campaigns prior to each general election which shall be supervised by the Electoral Committee.

Campaign
and com-
mencement
date of the
campaign

(2) The date for commencement and end of such campaigns shall be set by the Electoral Committee subject to the approval by Director of Students Service.

(3) The Committee shall prepare an election campaign schedule in such a manner that, one candidate shall not collide with other during the campaign session.

(4) The Electoral Committee shall convene a meeting of all contestants/aspirants/candidates one day before the beginning of campaigns to seek commitment to abide with rules of respect, fair and free campaigns.

(5) campaign shall be conducted in premises of the Institute as shall be determined by the Committee.

(6) The conduct of campaigns must be in way that cannot cause breach of peace and discipline. The following conducts are strictly prohibited during election campaigns:

- (a) Use of abusive language;
- (b) Tarnishing the reputation of opposing contestants;

- (c) Campaigning before announcement of commencement by the Electoral Committee;
 - (d) Campaigning after the closure of campaigns time line; and
 - (e) Breach of conducts against Institute's rules and regulations.
 - (f) To engage him/herself in manner that associate campaign with religious and political affiliations
- (7) Any contestant or person who will commit any of the foregoing prescribed acts shall be withdrawn from the contest and be liable for disciplinary procedures. For avoidance of doubt, if such acts are committed by the campaign team of the contestant, there shall be a rebuttable presumption that they were committed by the contestant himself.
- (8) Campaign opening/inauguration meeting procedure:
- (a) for each post there shall be a campaign speech by each contestant.
 - (b) every candidate shall be required to respond to maximum of three (3) questions asked by any DITSO member attending the campaign inaugurating meeting provided that Electoral Committee members shall not be eligible to ask any question. For avoidance of doubt, each DITSO member shall ask not more than one question.

- (c) the Electoral Committee chairperson is empowered to annul or objects any question(s) which tend to prejudice or embarrass any candidate or delay a fair campaign opening meeting unless its relevant.
 - (d) the time to be taken by campaign speeches and response to questions shall be set by electoral committee.
 - (e) The Chairperson shall have power to warn any person attending the meeting or order the removal of the same from the meeting if his/her behavior or conduct at the meeting is or will cause disturbance or anything of the kind as provided in items (b) and (c).
- (9) Individual candidate campaign; Immediately after the campaign opening meeting, the candidate(s) will be at liberty to carry on their own campaign as per schedule provided by Electoral Committee.
- (10) No candidate(s) shall be allowed to withdraw from election after the delivery of his/ her speech unless sufficient ground for withdraw are adduced to the satisfaction of electoral committee.
- (11) The names of campaign managers of each contestant shall be submitted to the Electoral Committee by the respective contestant one day before the campaign inauguration.
- (12) It is prohibited for contestants to display / put on campaign posters on the Institute building walls or any structure.

**PART VI
ELECTION SCHEDULE**

- 18.** (1) The Electoral Committee shall set a tentative election schedule comprising of the series of activities to take place, persons responsible for such activities and the timeline for the respective activity. Election schedule
- (2) The Election schedule shall be published to the Institute Community at least one week before the formal commencement of the election activities.
- (3) Without prejudice to the powers of the Electoral Committee, a tentative election Schedule shall contain the following matters:
- (a) Release of contesting/application forms;
 - (b) Return of contesting/application forms;
 - (c) Screening of contestants;
 - (d) Publication of qualified contestants;
 - (e) Commencement of general election campaigns;
 - (f) Closure of general election campaigns;
 - (g) Election day;
 - (h) Voting place; and
 - (i) Swearing ceremony;
- 19.** The Electoral Committee shall request names of the registered students from the Director of Academic Support Services through the Director of Students Services, two days before election day, that shall be used during voting process. Any registered student is obliged to vote. Register of voters

PART VII ELECTION DAY

- 20.** (1) The notice of election day shall be displayed in a conspicuous place at the Institute and shall contain: - Notice of election
- (a) date and times for commencement and close of poll as decided by the Committee;
 - (b) location of each polling station;
 - (c) full names and photographs of candidates; and
 - (d) for avoidance of doubt, a sample of valid vote.
- (2) Where the election, due to special circumstance(s), is not conducted on the specified day, the electoral committee in consultation with the Director of Students Services, shall set another convenient election day.
- (3) Every candidate shall have only one agent at every polling station to observe the voting processes as specified under this election regulations, and one witness to observe the counting of ballot votes.
- (4) The candidate shall submit names of his/her agents to the chairperson of the Electoral Committee two days before the election day.

(5) Any election misconduct or irregularity observed by the agent or witness at the polling station must be reported to the Chairperson of the Electoral Committee and/or Director of Students Services.

Election agent

(6) The absence of a contestant polling agent or counting agent or a candidate at the voting place at specified time shall not stop, delay or invalidate the election process.

Absence of agents

PART VIII
VOTING, COUNTING AND ADDITION OF VOTES
AND DECLARATION OF RESULTS

21. During voting and votes counting stages, the following should be observed.

Voting proce-
dures

- (1) In all DITSO elections votes shall be casted through ballot papers in polling station designated by Electoral Committee.
- (2) Student shall be allowed to vote once at a polling station assigned to him in a particular polling station.
- (3) A student who appears at a polling station, shall not be allowed to vote unless he submits his student identity card to the member of Electoral Committee designated by Electoral Committee for checking the voters' eligibility.
- (4) For the purpose of election under these Regulations, the student identity card or any other Institute official identification can be considered as voter's card.
- (5) Electoral Committee shall prepare or cause to be prepared ballot papers for such purposes of voting. The ballot paper shall be authenticated by the Seal/Stamp of the Electoral Committee.

- (6) The ballot papers shall contain the names of the contestants in each respective post with a blank box after each name in which the voter shall be required to tick the contestant of his choice.
- (7) For the election of President or Chief Minister, the ballot papers shall contain the features mentioned in sub-regulation (6) plus candidates postcard-sized photographs.
- (8) A vote shall be considered valid if the voter's mark with a tick (✓) is placed inside the designated box or extends slightly beyond its borders, provided that the voter's intention is clear and unambiguous. Any mark that creates doubt or multiple selections shall render the vote invalid.
- (9) A ballot paper with two ticks or written irrelevant words or irrelevant sign(s) or not written anything shall be considered invalid.
- (10) After voting, the voter shall fold the ballot paper and put it in the designated ballot box and thereafter leave the voting room/hall/premises.
- (11) All votes considered invalid by virtue of these Regulations shall be counted separately;

- (12) The Director of Students Services shall facilitate the presence of a security guard(s) or Police Officer(s) at the voting station/place who shall be mandated to put under control any voter or any other person who conducts himself in a way that is likely to disrupt the voting exercise.
- (13) The voting shall commence at 8:00 am and shall close at 5:00 pm.
- (14) Without prejudice to the above (13) sub-regulation, where the election of DEXCOM, Class Representatives and Block Managers is scheduled to take place on a day other than the General Election day, the voting time for such elections may be reasonably determined by the Electoral Committee.
- (15) Any voter who shall be in the polling station or queuing in specified polling station, by the time specified for closing voting, shall be allowed to vote notwithstanding the lapse of time. Provided that no any other voter or voters shall be allowed to enter the polling station or joining or form a queue for voting or other unauthorized purposes.

22.-(1) The Chairperson, soon after the close of the poll and in the presence of a counting agent, shall count all votes at the polling station. Counting of votes

(2) After the process of polling is completed, counting agent for the respective candidate shall enter the polling station.

23. A student other than the following shall not allowed to be present at the counting of votes- Admission to counting of votes

- (1) Counting agent;
- (2) Member(s) of the Committee;
- (3) any other staff of the Institute.

24.(1) The Chairperson at the polling station shall, after counting all votes, record election results for the polling station and sign an election result form. Election results

(2) The election results forms for each election shall be signed by the Chairperson and counting agent.

(3) The Chairperson shall, after recording the election results in an election result form, submit the same to the Committee.

(4) Where a candidate's counting agent refuses to sign any prescribed election result form after he/she has participated in witnessing votes counting, he/she shall state in writing reasons for such refusal.

(5) Where a candidate's counting agent does not comply with sub regulation (4) of this regulation, he/she shall be stopped from raising any complaint regarding the voting and counting procedure in that particular station and once reported, the Director of Students Services may initiate disciplinary action against such an agent.

Agent who refuses to sign election result form

25. In case there is more than one polling station;
(1) The Committee shall, after receiving election results from all polling stations notify the candidates on the time and venue for addition of votes.

Addition of votes in case of more than one polling station

(2) The Committee shall conduct the addition of votes from all polling stations in the presence of candidates or counting agent if any.

26. The Committee shall, after the addition of all votes, records the results in the specified form to be signed by the Chairperson of the Committee and all counting agents of the candidates.

Records of results to be signed by Chairperson

27. (1) The Chairperson shall, subject to the provisions of regulation 26 of these Regulations, after addition of all election results declare a candidate who has obtained the majority of valid votes as a winner.

Declaration of election results

(2) The Chairperson shall, immediately after making the declaration of election results, issue a certificate as prescribed in these Regulations indicating-

- (a) full name of the elected candidate;
- (b) date of election;
- (c) the title acquired by the elected candidate; and
- (d) the signature of the Chairperson.

(3) In any election, after adding the result of votes, when it appears equality of votes between the candidates, election shall be repeated until the winner is obtained.

**PART IX
BY-ELECTIONS**

28. – (1) There shall be by-elections which shall be conducted to fill in vacant positions as administered by the Electoral Committee. By-elections

(2) The by-elections shall be conducted in a manner as stipulated in DITSO Constitution.

PART X
MISCELLANEOUS PROVISIONS

- 29.** Every member of DITSO, who is a registered student and qualified to vote, shall have the right to petition/complain against screening results or the election results and/ or process of the general elections in a manner described in the DITSO Constitution. Petition
- 30.** All ballot papers used in election shall be preserved for the period of thirty days after election, and after that period they may be destroyed. Preservation of ballot paper
- 31.** All elected candidates shall assume office soon after being sworn in. Elected candidate to assume office
- 32.** (1) In the polling station, when it happens any student or staff of the Institute, attempt to do anything contrary to the provisions of these Regulations, the Director of Students Services shall be responsible to take action against that student or staff as the case may be, including order him/her to get out of the polling station. Powers of the Director Students Services to take action
- (2) Any student ordered to get out of polling station under sub regulation (1) of this regulation, shall have no right to vote.

33. (1) If a candidate or voter/member is unable to perform any election-related activity due to visual, or/and hearing or any physical disability, he/she may be assisted by a member of his/her choice, provided the person chosen is not a member or leader of Electoral Committee or a polling agent. The person so designated shall provide assistance in accordance with the prescribed election procedures and shall assist not more than one person in such election.

Member with special needs

(2) The assisting member shall act only according to the will of the assisted and must maintain confidentiality in all matters requiring secrecy, in line with these regulations.

34. Electoral Committee member(s) can be allocated by the Electoral Committee to supervise the conduct of the general elections at different block and class level, and while there, shall act on behalf of the Chairperson.

Supervising election at block and class level.

35. All prescribed forms, ballot paper samples and other standard reference documents shall be used as required and, where applicable, are attached hereto.

Forms and reference documents

36. This Regulation has been endorsed by the Council at its 111th meeting held on 24th day of January, 2025

Approval and Authentication of this Regulation

FORM NO. 1

**DAR ES SALAAM INSTITUTE OF TECHNOLOGY STUDENTS'
ORGANIZATION (DITSO)
ELECTORAL COMMITTEE**



LEADERSHIP APPLICATION FORM

President, Vice President, Chief Minister, Vice Chief Minister & DEXCOM posts

POSITION APPLIED:

Note: Attach the followings when returning this form:

- ❖ a copy of student Identity Card
- ❖ a copy of full SOMA results of a previous academic year certified by the Directorate of Academic Support Services
- ❖ a copy of pay-in slip of leadership application fee
- ❖ Applicants who are contesting as couple should submit their forms together.

PART A: Fill in your details in spaces provided in this part using **capital letters**

1. Name: Surname First name..... Middle name.....
2. Gender: Male Female (tick)
3. Registration number:
4. Mobile number: E-mail:
5. Year of registration:
6. Year of Study: 1st Year 2nd Year 3rd Year 4th Year (tick)
 Other: _____
7. Course:
8. Department:
9. Marital status: Sex:
10. Date of birth: Age:
11. Nationality:
12. Current residence:

PART B: Fill in your permanent address in the spaces provided.

13. Street:
14. District: Region

PART C: Academic Records

S/N	SCHOOL/ INSTITUTE	DURATION	AWARD
01.			
02.			
03.			
04.			
05.			
06.			

15. Registration status: **Registered** () / **Not Registered** ()

16. GPA from Previous Academic Year: _____

17. GPA from Immediate Examination Results _____ (For DEXCOM)

PART D: LEADERSHIP EXPERIENCE & SKILLS

18. Have you held any leadership positions before?

Yes No If yes, please specify: _____

19. What skills or qualities make you a suitable candidate for this position?

.....
.....
.....

PART E: VISION & GOALS

20. Why do you want to run for this position?

.....
.....
.....
.....

21. What are your top three goals if elected?

- (a).....
.....
(b).....
.....
(c).....
.....

PART F: TRUSTEES

S/N	FULL NAME	CLASS	REG. NO.	SIGNATURE
01.				
02.				
03.				
04.				
05.				
06.				
07.				
08.				
09.				
10.				

PART G: DECLARATION

I.....declare that the information I have given in this form is correct to the best of my knowledge.

Signature Date

PART H: CAMPAIGN MANAGER PARTICULARS

Full name

Registration number

Phone number

Signature Date

PART I: FOR ELECTORAL COMMITTEE USE ONLY.

1. Received by electoral committee by;
Name: Date Signature
2. Electoral committee decision during its meeting which took place on.....(date) has agreed to approve/reject the application.
3. Reasons for rejection (if rejected)

.....
.....

(Signature)
(Name).....
Chairperson
Date

(Signature).....
(Name).....
Secretary
Date

DAR ES SALAAM INSTITUTE OF TECHNOLOGY STUDENTS' ORGANIZATION (DITSO)



**ELECTORAL COMMITTEE
LEADERSHIP APPLICATION FORM**

For ISRC Speaker, ISRC Deputy Speaker, Class Representatives and Block Managers posts

POSITION APPLIED:

Note: Attach the followings when returning this form:

- ❖ a copy of student Identity Card
- ❖ a copy of full SOMA results of a previous academic year certified by the Directorate of Academic Support Services
- ❖ a copy of pay-in slip of leadership application fee (Except for Class representatives)

PART A: Fill in your details in spaces provided in this part using **capital letters**

1. Name: Surname First name..... Middle name.....
2. **Gender:** Male Female (tick)
3. Registration number:
4. Mobile number:
5. E-mail:
6. Year of registration:
7. **Year of Study:** 1st year 2nd year 3rd year 4th year (tick)
 Other: _____
8. Course:
9. Department:
10. Marital status: Sex:
11. Date of birth: Age:
12. Nationality:

13. Current block of residence (For Block Manager post):.....

PART B: Fill in your permanent address in the spaces provided.

14. Street:

15. District: Region

PART C: Academic Records

S/N	SCHOOL/ INSTITUTE	DURATION	AWARD
01.			
02.			
03.			
04.			
05.			
06.			

16.Registration status: **Registered** () / **Not Registered** ()

PART D: LEADERSHIP EXPERIENCE & SKILLS

17. Have you ever held any leadership positions before?

Yes No If yes, please specify: _____

18. What skills or qualities make you a suitable candidate for this position?

.....
.....
.....

PART E: VISION & GOALS

19. Why do you want to run for this position?

.....
.....
.....

20. What are your top three goals if elected?

(a).....
.....

(b).....
.....
(c).....
.....

PART G: DECLARATION

I.....declare that the information I have given in this form is correct to the best of my knowledge.

SignatureDate

PART H: CAMPAIGN MANAGER PARTICULARS

Full name

Registration number

Phone number

Signature Date

PART I: FOR ELECTORAL COMMITTEE USE ONLY

4. Received by electoral committee by;

Name: Date Signature

5. Electoral committee decision during its meeting which took place on (date) has agreed to approve/reject the application.

6. Reasons for rejection (if rejected)

.....
.....

(Signature)

(Signature).....

(Name).....

(Name).....

Chairperson

Secretary

Date

Date

FORM No. 3

DAR ES SALAAM INSTITUTE OF TECHNOLOGY STUDENTS' ORGANIZATION (DITSO)



**ELECTORAL COMMITTEE
CERTIFICATE OF ELECTION WINNER**

This is to certify that, Mr/Ms..... has been elected as in an election held on, day of

Signed by:

Chairperson of the Electoral Committee

(Name):

Signature of the Chairperson:

Date:/...../..... (DMY)

Seal of the Electoral Committee

DAR ES SALAAM INSTITUTE OF TECHNOLOGY STUDENTS' ORGANIZATION (DITSO)



**ELECTORAL COMMITTEE
DITSO ELECTION RESULTS FORM**

(To be completed and signed by the Counting Agents and Chairperson of the Electoral Committee)

- Election Date: _____
- Election Venue: _____
- Position Contested: _____

A: Candidate(s) Vote Tally

S/N	Candidate Name(s)	Counting Agent Name	Valid Votes	Signature

B: Summary of Votes

Total valid votes	Total invalid votes	Grand total votes cast

C: Election Results

- Winner: _____
- Total Votes Won: _____

D: Chairperson of the Electoral Committee

I, (Full Name) _____, serving as the Chairperson of the Electoral Committee, confirm that the above election results are accurate, verified and duly recorded.

Signature: _____

Date: _____

DAR ES SALAAM INSTITUTE OF TECHNOLOGY STUDENTS' ORGANIZATION (DITSO)



**ELECTORAL COMMITTEE
CANDIDATE'S AGENT INTRODUCTION FORM**

A. Candidate's Particulars

- Full name of the Candidate: _____
- Post Contesting: _____

B. Agent's Particulars

- Agent full name _____
- Registration number: _____
- Course: _____
- Year of study: _____
- Phone number: _____

C. Candidate's Declaration

I, (candidate full name) _____, as a candidate for the post of....., hereby introduce (full name of agent) _____ as my official agent in the voting/counting (delete one) process.

Candidate's Signature: _____

Date: _____

D. Agent's Declaration

I, (agent full name) _____, as a student at the Dar es Salaam Institute of Technology, accept to serve as the agent for (full name of Candidate) _____, I pledge to fulfill my duties with honesty and integrity as per DITSO constitution and election regulations.

Agent's Signature: _____

Date: _____

Instructions:

1. The agent's passport-size photo must be attached on this form.
2. The completed form must be submitted with a photocopy of the student ID.
3. The fully completed form should be submitted to the DITSO Electoral Committee two days before election.

E. For Electoral Committee Office Use Only

- Date of Form Submission: _____
- Name and Signature of Recipient: _____

DAR ES SALAAM INSTITUTE OF TECHNOLOGY STUDENTS' ORGANIZATION (DITSO)



**ELECTORAL COMMITTEE
VALID AND INVALID VOTE**

1. Valid vote

Candidate name	Candidate photo	Valid vote
1.		✓

Candidate name	Candidate photo	Valid vote
2.		<input checked="" type="checkbox"/>

2. Invalid vote

Candidate name	Candidate photo	Invalid vote
1.		✓
2.		✓

Candidate name	Candidate photo	Invalid vote
1.		✓✓

Candidate name	Candidate photo	Invalid vote
1.		X



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