

# XAVIER'S ALUMNI

## **MODEL CODE OF CONDUCT**

*(Note: Excerpts taken from the Alumni Constitution are shown in Italics)*

### For Collegium 2025 -27 and Elections 2025

Election Date: Sunday 21<sup>st</sup> December, 2025

Time: 11:30 am

Venue: Jr. School Hall, St. Xavier's School, Jaipur

Election Officer: Mr. Ajit Bhargava (1971)

The Election Officer in consultation with the Director, Xavier's Alumni and the Mentor Committee has notified elections for the new Executive Committee for the years 2026 -27 to be elected by the Collegium 2025 – 27.

The following Code of Conduct based on guidelines mentioned in the Constitution stands implemented with immediate effect:

1. (a) **Batch Representatives:**

- *“a collegium will be formed consisting of batch representatives from every batch starting from the inception of the school till the last passing out batch”*
- *“..... will be selected only after they submit a self-declaration that they will be present for all events of the Alumni and will work to strengthen the bond to the best of their ability”*
- *“In case of multiple BR candidates, the Mentor Committee will interview and select the candidate.....In the absence of consensus, lottery will be drawn by the Director, in front of prospective candidates”*
- *“.....shall stand automatically debarred if he/she fails to attend 3 (three) consecutive meetings”*

(implying thereby that existing BRs of years 2023-25, who have not attended 3 or more BR meetings shall be disqualified to contest)

The Nomination Form for selecting/nominating Batch Representative from each batch is available at Xavier's Alumni office between 4 to 6 pm or can be downloaded from Xavier's Alumni website to be filled as per instructions therein and submitted in an envelope to the Alumni Office superscribed “Batch Representative Batch.....” with candidate's name, address and mobile number thereon. An acknowledgement slip shall be given by the XA office. Any Nomination Form shared digitally shall be rejected

It may be noted that batches 1950 to 1988 (both inclusive) are exempt from furnishing 10 references.

(b) **The Collegium 2025 – 27:**

The Mentor cum Election Committee, with a view to fair, impartial and democratic elections, has decided to constitute a new Collegium 2025 -27 for which BR forms are being invited afresh subject to the following existing provisions:

- *“..... formation of collegium will be by way of self-nomination by the representatives of every batch in the prescribed format as given in Annexure-1 of the Constitution”*
- *“..tenure of the collegium will be two years and Executive Committee will be formed out of it”*
- *“.....will form the Executive Committee within one month of its formation in its Meeting”*

2. **Campaigning:**

The Mentor cum Election Committee recommends that no campaigning is required by the eligible candidates, except for sharing their full commitment to the cause of being a Xavier's Alumni executive committee member, vision and manifesto with the eligible BR's ONCE only, over WhatsApp or E-mail. No phone calls, private meetings or meet-ups, singly or in a group, are allowed.

3. **Election Procedure:**

Filled nomination forms in a **sealed envelope** as specified above can be submitted at Xavier's Alumni office from Monday 8<sup>th</sup> December, 2025 (between 4 to 6 pm) latest up to 12 noon of Sunday 14<sup>th</sup> December, 2025 and not thereafter, when no further nominations for BRs shall be accepted. Submitted forms shall be screened and incomplete forms shall be rejected. **Last date for withdrawal of nominations for President, Vice President and Secretary is Tuesday 16<sup>th</sup> December, 2025 by 6 pm.** Nominations can be withdrawn by submitting a signed letter to the XA office.

Nominations which are compliant with all details shall be added to the new Collegium 2025 -27 and the selected batch representatives notified by a post on WhatsApp Group, XA Facebook and AlmaConnect.

These Batch Representatives shall be invited to attend the meeting of the Collegium 2025 -27 on Sunday 21<sup>st</sup> December, 2025 at 11:30 am in the Jr. School Hall, St. Xavier School, Jaipur for the conduct of Elections 2025.

The Director, Batch Representatives, members of the Mentor cum Election Committee and 10 volunteer alumni members shall be allowed inside the Jr. School Hall for the conduct of the elections.

Valid nominations for the posts of President, Vice President and Secretary shall be carried on a Ballot Paper to facilitate voting by the Collegium. Unless these posts carry unanimous names, voting shall be done by casting the vote in a ballot box.

Results of elections shall be announced after counting on the same day by 2 pm.

*".....(6) The Collegium will form the Executive Committee within one month of its formation in its Meeting."*

4. **Discipline & Decorum:**

Volunteer alumni members shall ensure proper discipline and decorum in the election meeting. Disorderly behavior shall not be permitted and such member may be escorted out of the election proceedings