

## **AFST(I) Online-Election: Guidelines (Rules & Regulations)**

### **Who can participate in the online election?**

- Life Members, AFSTI Fellows, Corporate Members, Full Members
- Only those who could log on to member login in AFST(I) website with their registered email ID.

### **Who cannot participate in the online election?**

- i. Members who have not registered their mobile number and Email ID.
- ii. Members who have registered only their mobile number.
- iii. Members who have registered only their email ID.
- iv. Members who have not updated their email id and mobile number in AFST(I) office even if they have.
- v. Student and Affiliate members are not eligible.

### **Filing Nomination:**

- Login to online-voting dashboard using regular AFST(I) Members login credentials (Email & password).
- Go to **Apply** nomination menu in sidebar.
- AFST(I) Members if they do not know the login details, may visit [www.afsti.org](http://www.afsti.org), or [www.afsti.org/evoting/userlogin](http://www.afsti.org/evoting/userlogin) or click on Member Login then click on **Reset Password** and generate the new password.
- **Member login & Reset Password will work only using the registered Email and Mobile in AFST(I) office.**
- Fill up the form carefully to apply nomination. Fields that are marked with “\*” are mandatory
- Firstly select the Office you want to apply the Nomination.
- Please upload your recent passport photo. This is required to put up online ballot.
- Please upload your Bio-data which will not be exceeding 400 words (One page of A4 size in single line) should be uploaded during the online nomination.  
**Note:** Bio-data uploaded by the candidate if found incorrect is liable to cancellation of candidature.
- Upload Supporting document for nomination to Vice President (VP) from chapter (**copy of Signed LEC minutes of respective Chapter is mandatory**). In case of invalid upload/s the candidature is liable for cancellation after scrutiny by the Returning Officer.
- Send Endorsement requests to members. Minimum endorsement request should be equal to or more than to 10 eligible members.
- Your Nomination will be eligible only after 10 valid endorsements are accepted.

- Contestant endorsing the other candidate contesting for the same office not allowed.
- The member who has endorsed a candidate cannot contest for the same office to which he has already endorsed.
- In case of the office of Vice President from Chapter, the system will not allow a user to contest for a VP office to which he has already endorsed another candidate from the same Chapter, but a candidate can endorse for the one candidate who is contesting from other Chapter for VP.
- You can view your Endorsement status in Nomination Status Tab
- You can view your other Endorsement request in Endorsement Request Tab.
- You can withdraw your nominations by clicking on “**Withdraw Nomination**” button on or before Last date for withdrawal.
- You can check the Nomination in the Nomination status tab.
- Make use of the ENDORSEMENT Tab for following purposes:
  1. For members to know about the requests made to them for endorsement
  2. For a candidate to check the status of the endorsements

### **How to Vote:**

- Login to Online-Voting dashboard using regular AFST(I) Member login credentials (Email & Password).
- You can only vote during the election voting date, please refer Election Notice.
- To Cast Vote, click on **Vote Here** menu in sidebar.
- You can read the Biodata of all the **contestants** contesting for various offices.
- Once you read about contestants you can proceed to voting by clicking **Proceed to vote button** at the bottom of the page.
- Now you will be redirected to an OTP confirmation page.
- Click the OTP button and you will get the OTP on your registered mobile number only. **Validity of OTP will be only 8 minutes.**
- **Remember**, you will have to complete the **voting process within 8 minutes** and OTP session will expire after 8 minutes, after expiry, **you will have to re-login for voting.**
- **Total 3 attempts for generating OTP is provided within the period of voting dates. Process of voting will be blocked after 3 attempts.**
- After confirming the OTP it will be redirected to an e-voting section.
- OTP login is to authenticate the user and to avoid malpractice.
- Now you can vote the contestants of different Offices.
- **Refer the note on every office tab to check how many votes to be casted for each Offices.**
- Click on Submit Vote and it will take you to confirmation page.
- You can change the submitted votes in the confirmation page if you have changed the options.

- If you are fine with the selected votes. You can confirm.
- E-voting Success message appears in the redirected page and you have completed the voting process.

## **Do's & Dont's for during AFST(I) Online Election**

Following are the do`s and do not`s for contestants and requests the members of the association to adhere during the election process for fair election.

- Candidates are requested not to make any kind of remarks or posters etc or resolutions that affect the reputation of the association or about other contestants during their campaign while seeking votes. Contesting candidates are requested to restrict to the bio data provided by them during filing of nomination.
- Chapters/ Office bearers of AFST(I) are requested not to pass any resolution and circulate in support of the any candidates after endorsing the nomination or filing of the nomination or after the announcement of the final list of contestants for the various offices of the AFST(I).
- Contestant is requesting to attend during counting by personally or appoint his/her representatives in writing.
- Members may report immediately to Returning Officer if contestants or members been found involved in misconduct, which have come to your knowledge about the improper publication of election pamphlets or posters.
- Do report the instances of violation of the above said Model Code of Conduct that have come to your notice for necessary remedial action.
- It is prohibited for any contestants to procure votes in an election by threat, intimidation, coercion, mistreatment, or abuse; or by the payment, delivery, or promise of money or other article of value.
- **Canvassing by the Candidate: Once the final list of Nominations announced by Election Returning Officer, the candidate should follow as per the guidelines below;**
  - To be restricted to the stipulated period
  - Should not be disturbing in any way for the members whom you approach.
  - The contact email list of eligible voters should be strictly restricted to election purpose only. In case if it is used for any other purpose if found in future AFST(I) HQ will take strict legal action.

**Member Login for ONLINE-VOTING WEBSITE LINK:**

<https://www.afsti.org/evoting/userlogin> or <https://www.afsti.org/login>

**NOTE:**

- 1) Member login will work only on the registered Email and Mobile in AFST(I) office.
- 2) AFST(I) Members if they do not know the login details, may visit [www.afsti.org](http://www.afsti.org), click on **Member Login** then click on **Reset Password** and generate the new password. And also visit **E-Voting web portal** [www.afsti.org/evoting/userlogin](http://www.afsti.org/evoting/userlogin) and click on **Reset Password** and generate the new password.

**Member login & Reset Password will work only using the registered Email and Mobile in AFST(I) office.**

If any genuine & relevant queries regarding Online Voting, please contact  
[afstielection@gmail.com](mailto:afstielection@gmail.com)

Sd/-  
**Dr. Harish Prashanth K V**  
**Hon. Secretary**