



PACHAIYAPPA'S TRUST BOARD TRUSTEES ELECTIONS-2026.

DETAILED INSTRUCTIONS TO THE CANDIDATES

Instructions for the Conduct of Election to elect Nine Trustees to Pachaiyappa's Trust Board Elections-2026 of the Board of Trustees of Pachaiyappa's Trust as per clause 11 of the Amended New Scheme and orders of the Hon'ble High Court of Madras Rev.Appl.No.116 of 2023 and C.M.P.No.13750 of 2023. in O.S.A.No.17 of 2022 dated 17.06.2026, 23.06.2026 and 30.07.2026 is scheduled as follows:-

1) Constituencies for which election is to be held :-

Constituency	No. of Trustees to be elected
No.1 - Hindu Members of the Senate of University of Madras	2
No.2 - Pachaiyappa's Trust Board College Council	2
No.3 - Approved teachers from all the colleges of Pachaiyappa's Charities	2
No.4 - Registered Graduates' Constituency	3
Total	9

2) Schedule of Programme of election:-

S.No.	Details	Date & Time	Place
1	Publication of final electoral roll for all the nine posts/four constituencies	21.08.2026	
2	Date of election notification by publication in the newspaper and on the notice boards of various Institutions and Trust Board Office.	21.08.2026	
3	Date of issue and filling of nomination forms	21.08.2026 from 11.00 a.m. to 3.00 p.m.	Pachaiyappa's Trust Board Office, Harrington Road, Chennai-30
4	Last date for filing of nomination	27.08.2026 upto 3.00 p.m.	
5	Date and time of scrutiny of nomination forms	28.08.2026 - 11.00 a.m.	
6	Date and time of withdrawal of nomination	29.08.2026 upto 3.00 p.m.	
7	Date and time of publication of final list of candidates	29.08.2026 5.00 p.m.	
8	Date and time of Poll	06.09.2026 8.00 a.m. to 5.00 p.m.	Chennai, Kanchipuram, Cuddalore
9	Date and time of counting	07.09.2026 - 10.00 a.m.	Pachaiyappa's College, Chennai-30
10	Declaration of results	As soon as counting is over	

3) Election Center (Polling Booth):

Polling will be held simultaneously as noted below in three places Chennai, Kanchipuram and Cuddalore.

Details of Polling Stations :

Sl. No.	Name of Place	Location of the Polling Station	Name of Constituency	Number of Polling station
1	Chennai	Pachaiyappa's College, EVR Periyar Salari, Chennai-600030. Arts Block Arts Block	Hindu Members of the Senate of University of Madras	1
			Pachaiyappa's Trust Board College Council Constituency	1
			Approved Teachers from all the colleges of Pachaiyappa's Charities Constituency	1
			Registered Graduates Constituency	2
			TOTAL	5
2	Kanchipuram	Pachaiyappa's College for Men, Kanchipuram, Nazarath Pettai, Periyarnagar, Kanchipuram-631501	Pachaiyappa's Trust Board College Council Constituency	1
			Approved Teachers from all the colleges of Pachaiyappa's Charities Constituency	1
			Registered Graduates Constituency	2
			TOTAL	4
3	Cuddalore	C.Kandaswami Naidu College for Women, Nellikuppam Main Road, Semmandalam, Cuddalore-607 001.	Pachaiyappa's Trust Board College Council Constituency	1
			Approved Teachers from all the colleges of Pachaiyappa's Charities Constituency	1
			Registered Graduates Constituency	1
			TOTAL	3
			TOTAL BOOTHS	12

4) Qualification / Eligibility :

The candidate to contest in the Pachaiyappa's Trust Board Trustees Election should satisfy the following conditions laid down in the Amended New Scheme and Madras High Court Orders:-

- No person shall be eligible to be a Trustee unless he is a Hindu and unless he has paid for the year preceding that in which election takes place Municipal Property Tax under any of the Local Bodies in Tamil Nadu in respect of such year to the aggregate amount of not less than Three Thousand Rupees.
- No one who is a staff of any institution under the management of the Pachaiyappa's Trust Board shall be eligible to contest as a Trustee of Pachaiyappa's Trust Board. Declaration has to be made by the contesting candidate to that effect.
- No candidate who is interested in any contract existing as on this date with reference to any matters under the management of the Pachaiyappa's Trust shall be eligible to contest for Trusteeship. Declaration has to be made by the contesting candidate to that effect.
- One cannot hold more than one office of Trusteeship at one and the same time in Pachaiyappa's Trust Board.
- The signature of declaration should be attested by a Judicial Magistrate.
- Aadhar copy should be enclosed for address proof.
- Self Declaration certificate stating that the candidate himself/herself is not an insolvent.
- Self Declaration certificate stating that the candidate himself/herself has not been sentenced to imprisonment without the option of a fine.
- A certificate from the Officer of Municipal Corporation / Municipality to the effect that the candidate has paid for the year preceding that in which election takes place Municipal Property Tax of Rs.3,000/-.

5) Filing of Nomination Papers:-

Any eligible person may file his nomination with requisite documents before the Election Officer in the Pachaiyappa's Trust Board office during the notified scheduled date and time. The nomination should be proposed and seconded by the voter of concerned constituency in the prescribed nomination form to be obtained from the Pachaiyappa's Trust Board Office. Every such nomination shall contain a declaration by the candidate that he is eligible for the above Election and that he is willing to contest and this should be attested with the Magistrate with Court seal. Otherwise the nomination paper will be declared invalid.

Place : Pachaiyappa's Trust Board Office

Date : From 21.08.2026 to 27.08.2026

Time : 11 AM to 3PM

6) Scrutiny of Nomination:-

During the time and hour specified for scrutiny of nominations the candidate who files his nomination is eligible to be present along with one representative for whom permission should have been obtained already from the Election Officer.

Place : Pachaiyappa's Trust Board Office

Date : 28.08.2026

Time : 11 AM

7) Voting Procedure:-

Each of the eligible voter of the respective constituencies shall be given an Identity Card. Eligible voter shall appear in person in the place of polling station on the date of Election, collect the ballot papers from the polling officer appointed and then poll it in the ballot box / boxes arranged at the notified polling stations. The identity of the voters shall be verified by the polling officers with the records made available to him by the Trust Board. **Eligible voter should bring the voter identity card to vote in the Election. If voter identity card is not brought then the voter will not be allowed to enter into the polling booth to vote.** The voter identity card is issued only for this election 2026. No proxy is permissible and the Identity Card is not transferrable.

A voter will be entitled to cast his or her vote in any one of the constituencies only. This shall mean that a voter can exercise his or her vote in favour of either Senate, Graduate or Council or Approved Teachers even if he happens to be a member of more than one constituency.

Explanation – For instance a Senate member who happens to be a Graduate, Council Member and Approved Teachers cannot vote in all the constituencies, he/she should choose one of constituencies and cast his/her vote in that constituency only.

8) Distribution of the Voters ID Cards :

The Voters interested to cast their vote shall collect their voter ID Card in person by producing Aadhar Card / Voter ID issued by Election Commission of India / Driving Licence / Passport towards address proof in the **TEN Distributing Counters** (500 cards for each counters) which to be arranged at Thiruvalluvar Hall, First Floor Main Building of the Pachaiyappa's College, Poonamalle High Road, Chennai – 600 030.

The distribution of ID Cards will starts from 22/8/2026 to 31/8/2026 in all working days including two Saturdays (22/08/2026 and 29/08/2026) except 26/08/2026 Wednesday (Miladi Nabi) and Sundays 23/08/2026 & 30/08/2026. Timing for distribution of ID Cards is Morning 10 A.M to Evening 5.00 P.M.

9) Date and Time of Poll :

Date of Poll - 06.09.2026.

Time of Poll - 08.00 AM to 5.00 PM

Places of Poll to be held – Chennai, Kanchipuram & Cuddalore.

10) Polling Station Agents :

The candidate can visit the polling station, however they cannot canvas the voters. The candidates are not allowed to sit inside the polling booth during the poll day.

No cell phones or electronic devices are allowed inside the polling station on the poll day.

The contesting candidate shall submit a letter to Election Officer for appointment of Polling Agent by producing Aadhar Card with Passport size Photograph and obtain the appointment order of Polling Agent from the Election Officer before 03.09.2026 3.00p.m.

This appointment order of Polling Agent shall be produced before the Presiding Officer on Poll day in respect of Polling Station.

11) Details of Polling Stations :-

1. Pachaiyappa's College, Chennai-30

Sl. No	Polling Station Nos & Name of the Constituency	Earmarked Rooms	Name of the place Pachaiyappas College, Chennai
1	POLLING STATION 1- Senate Member Constituency - Voters	Room No 32	Arts Block -Entrance Facing East
2	POLLING STATION2- College Council Constituency - Voters	Room No 31	Arts Block -Entrance Facing East
3	POLLING STATION3- Approved Teachers Constituency - Voters	Room No 25	Arts Block -Entrance Facing North
4	POLLING STATION4- Graduates Constituency - Voters	Room No 4	Arts Block- Entrance Facing West
5	POLLING STATION5- Graduates Constituency - Voters	Room No 11	Arts Block- Entrance Facing South

2. Pachaiyappa's College for Men, Kanchipuram

Sl. No	Polling Station Nos & Name of the Constituency	Earmarked Rooms	Name of the place Pachaiyappa's College for Men, Kanchipuram
1	Polling Station 1- College Council Constituency - Voters	Room No 101	New Block – Ground Floor East Facing Entrance
2	Polling Station 2- Approved Teachers Constituency - Voters	Room No 102	New Block – Ground Floor East Facing Entrance
3	Polling Station 3- Graduates Constituency – Voters	Room No 104	New Block – Ground Floor East Facing Entrance
4	Polling Station 4- Graduates Constituency – Voters	Room No 105	New Block – Ground Floor East Facing Entrance

3. C.Kandaswami Naidu College for Women, Cuddalore

Sl. No	Polling Station Nos & Name of the Constituency	Earmarked Rooms	Name of the place C.Kandaswami Naidu College for Women, Cuddalore
1	POLLING STATION 1- College Council Constituency - Voters	Room No 3	Main Block – Ground Floor Left side West Facing Entrance
2	POLLING STATION 2- Approved Teachers Constituency - Voters	Room No 6	Main Block – Ground Floor Left side West Facing Entrance
3	POLLING STATION 3- Graduates Constituency - Voters	Room No 7	Main Block – Ground Floor Right Side South Facing Entrance

12) Counting of Votes :

Counting of votes will be held on the following place and Results will be declared by the Election Officer appointed by the Hon'ble High Court, Madras as soon as counting is over.

Counting Centre:

Place : Thiruvalluvar Hall, First Floor Main Building Arts Block,
Pachaiyappa's College Campus, Chennai-30.

Date : 07.09.2026 & Time : 10.00 a.m.

- i) Counting of votes polled will start at 10.00 AM on 07.09.2026 in Thiruvalluvar Hall.
- ii) Counting of all the constituencies will be held simultaneously in four separate Tables for each constituency.
- iii) A candidate or is authorized counting agent for whom photo Identity Card should have been obtained from election officer before 05/09/2026 will be permitted at the time of counting.
- iv) If there is a tie between two or more candidates after counting of polled votes, being decision will be taken by lot.
- v) The election certificate may be obtained by winning candidate or authorized agent for this purpose after the completion of entire counting process.
- vi) The Instructions already issued by the Election Officer at the time of election will also hold good with regard to issues other than above.
- vii) The decision of the Election Officer is final in any issue, which is not specifically mentioned.

13) Proposer / Seconder

The nomination form should be filled up legibly and should be proposed and seconded by the eligible voter from the same constituency.

One eligible voter is at liberty to propose not more than THREE nominations of qualified persons contesting for the election.

One eligible voter is at liberty to second not more than THREE nominations of qualified persons contesting for the election.

If he/she proposes/seconded more than THREE candidates, all the nomination papers proposed by him/her shall be declared invalid.

A voter who proposes one or more nominations whether such nomination have been declared valid or not may second one or more nominations.

The nomination paper should be filed in the application issued by the Pachaiyappa's Trust Office, which may be obtained on written requisition to the Election Officer, Pachaiyappa's Trust on working days from 21.08.2026 to 27.08.2026 from 11.00 a.m. to 3.00 p.m. on all working days.

Nomination should be filed before the Election Officer at Pachaiyappa's Trust Board Office upto 3.00 p.m. on 27.08.2026.

14) Municipal Tax

(i) Aggregate amount of not less than Rs.3,000/- should have been paid by the candidate, for the year I / 2025-26 i.e. from April 2025 to September 2025 (Ist Half Year) and II/2025-26 from October 2025 to March 2026 (IInd Half Year) taken together.

(ii) The tax paid should be on the immovable property viz., land and building only, tax paid towards CMWSSB either as water tax, sewerage tax and water charges will not be accepted.

(iii) Professional Tax paid by the candidate for his profession in his individual capacity or as partner in any firm even to the extent of Rs.3,000/- will not be accepted.

(iv) The tax should have been paid **only in the name of the candidate alone will be accepted** and it should not be in the name of joint family / holder towards property tax on the property, even though candidate as a right to share.

(v) The certificate regarding payment of Property Tax should be obtained only from Officer of Municipal Corporation / Municipality and enclosed in original along with the nomination paper.

15) Disqualification

- a. A person other than Hindu religion is disqualified.
- b. No one who is the staff of any institution under the management of Pachaiyappa's Trust shall be eligible to contest.
- c. A person with unsoundness of mind is not eligible to contest in the election.
- d. A person adjudicated as insolvent is not eligible to contest in the election.
- e. If the nomination not attested by the Magistrate with court seal at the relevant place, the nomination will be rejected summarily.
- f. The person convicted in any Criminal proceedings involving moral turpitude is not eligible to contest.
- g. If the candidate is in possession of any Municipal Property Tax outside Tamil Nadu is not eligible to contest in the election.
- h. No person who is involved in any contract with reference to any matters under the management of the Pachaiyappa's Trust as on date of notification of election shall be eligible to contest in the above election.

16) Tenure of Office:-

Every Trustee elected under the process of above election as per the amended scheme decree shall hold office for five years from the date of his election but may resign earlier.

No person shall be deemed to have been duly elected as a Trustee who is not so elected by a clear majority of the members constituting respective constituencies.

17) Restrictions on Election Campaign :

In order to avoid unnecessary tension and to keep peace and tranquility under control during election campaign, it has been decided that the candidates are not permitted to put up Banners, placards, hoarding, Flags and festoons and wall paintings within a distance of 100 mts from the campus of all Institutions of Pachaiyappa's Trust Board including polling places.

However, the candidate's are permitted to use Pamphlets and Brochures at the entrance of the campus, where polling stations are located.

18) General :

The candidate must produce attested copy of any one of the following address proof along with the nomination paper:-

- (i) Aadhar Card
- (ii) Passport
- (iii) Voter Identity Card issued by the Election Commission of India

The decision of the Election Officer is final. No correspondence will be entertained in any form except correspondences approved and ordered to be issued by the Pachaiyappa's Trust Board.

Dr.A.M.KASIVISWANATHAN, IAS., (Retd)
ELECTION OFFICER
PACHAIYAPPA'S TRUST BOARD
TRUSTEES ELECTION- 2026,
CHENNAI-30.

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