COOPERATIVE ELECTION URGENT

STATE CO-OPERATIVE ELECTION COMMISSION, ODISHA Plot No. 1800(P), OSAM Building, , Khandagiri, Bhubaneswar, Ph. No.- 0674-2351510, Email: oscec5@yahoo.com

Letter No. Lp2/SCEC-Election-I -02/2022

Date 28 - 03 - 22

To

All the DRCS -cum-District Coordinating Officers, All District Cooperative Election Officer & All Assistant Registrar of Cooperative Societies

Sub: Instructions and guidelines regarding Training to the Election Officers by the Master Trainers at District/Circle Level

Sir,

As you know the training to the Election personnel is the most important part of election. If training is conducted in planned and systematic manner then there will be no difficulty in conducting of election with Election Officers, Presiding Officers and other Polling Officers.

The DRCS/ARCS / Master Trainers will impart training to the Election Officers of all departments. The DCEOs of other department and their Master Trainers will also attend the training at their respective ARCS Circle to impart training to the Election Officers. While issuing the appointment order to the Election Officers, date of training, time & venue are to be mentioned in the order.

On the day of training at Circle level the DRCS-cum-DCOs/ARCS will hand over the Election Officer Hand Books / guideline on organisation of constituencies and format of two(2) months notice to the Election Officers.

For the training purpose at District/Circle level funds shall be provided to the DRCS-cum-DCOs. The DCOs shall distribute the fund to the concerned circle ARCS against the number of Election Officers and other participants.

Training expenses for Election Officers & other participants

- (i) Working Lunch @Rs.100/- per participant (Election Officers,

 Master Trainers ,

 ARCS & DRCS /DCEOs)
- (ii) Tea, Water Bottle, Snacks @Rs.50/- per participant (--do--)& Training material

Total @Rs.150/- per participant

The ARCS has to calculate the requirement of funds as per the number of Election Officers and other participants under his Circle and request the DRCS-cum-DCO for placement of funds.

As you know the budget session is going on and allocation of funds will be available in the second week of April, 2022. Hence, the DRCS-cum-DCOs are directed to meet the training expenditure out of available Election Funds or other funds which can be reimbursed after receipt of the same from the Commission.

Yours faithfully,

Secretary 8 3 7011

Memo No. 603 / date 28,03,22

Copy submitted to the Registrar of Cooperative Societies, Odiska for favour of information & necessary action.

Secretary 28/3/2021

Memo No. 604 /Date 28.03.22

Copy forwarded to the Director of Industries, Odisha Cuttack /Additional Director of Industries Odisha-Cum- Secretary Odisha Khadi and Village Industries Board/ Director, Textiles Odisha, Bhubaneswar / Director, Handicrafts / Director, Animal Husbandry & Veterinary Services Odisha, Cuttack/ Director, Fisheries Odisha Cuttack /Director, Ayush, Odisha, Bhubaneswar / Director, ST /Director, SC Welfare / Director (OBC) / Chairman-Cum- Managing Director, OMFED, Bhubaneswar for information & necessary action.

Secretary 28 3 2022

Memo No. 605 / date 28,03-22

Copy submitted to the Additional Secretary to Government in Cooperation Department for favour of information & necessary action

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