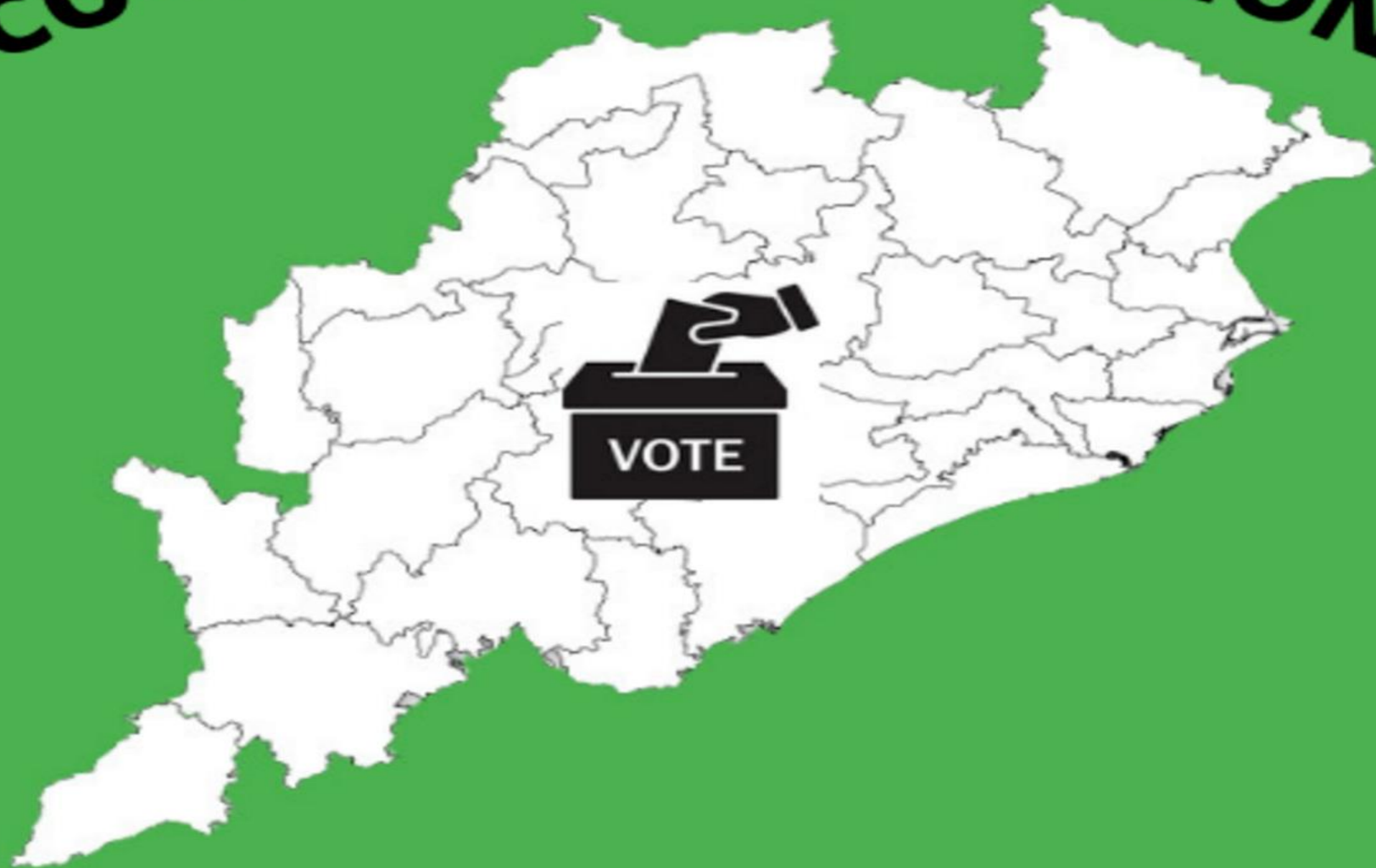


**CO-OPERATIVE ELECTION**



**STATE CO-OPERATIVE ELECTION  
COMMISSION, ODISHA**

**TRAINING FOR DRCS, ARCS, DCEOs &  
MASTER TRAINERS  
ON  
COOPERATIVE ELCTION**

# **DUTIES AND RESPONSIBILITIES OF ELECTION OFFICER**

**The presentation has been prepared for training purpose only**

# **ISSUE OF TWO MONTHS NOTICE**

As recommended by the State Cooperative Election Commission, the Election Officer of the society shall fix the date of election of the members of the committee by publication of a notification at least two months prior to the date of election so fixed

# **PUBLICATION OF TWO MONTHS NOTICE**

The Chief Executive of the society shall publish the two months notice in :

- The daily newspaper having wide circulation in the area of operation of the society or
- Notice board of the society , its branches , if any,
- Offices of the Gram panchayat, Panchayat samiti, Tahasildar, Sub-collector, Collector, DRCS & ARCS in the area of operation of the society or
- by beat of drums in the aforesaid area,
- by whatever mode, he may deem proper, in consultation with the election officer.

# SPECIMEN COPY OF TWO MONTHS NOTICE

(SPECIMEN COPY)

ELECTION OFFICER.....COOPERATIVE SOCIETY LTD.

## ELECTION NOTICE

NO.....

DATE.....

In exercise of power conferred on me under O.C.S Act, 1962 and O.C.S (Elections to the Committee) Rules- 1992 and directions of the State Cooperative Election Commission, I Sri..... Election Officer of..... Cooperative Society Ltd ..... do hereby notify that the Election to the Members of the Committee of Management will be held on date.....

The election will be held for ..... no. of Members for the Committee from ..... constituencies, one from each constituency. The detail programme will be published in due time.

Election Officer  
..... Society Ltd.

Memo No. \_\_\_\_\_ / Date- \_\_\_\_\_

Copy forwarded to Collector..... Sub- Collector.....  
Tahasildar.....B.D.O.....Sarpanch.....  
G.P..... DRCS....., ARCS ..... with a  
request to affix the same in the notice board of their office.

Election Officer  
..... Society Ltd.

Memo No. \_\_\_\_\_ / Date- \_\_\_\_\_

Copy forwarded to Secretary..... Society Ltd. for information with a request to affix the notice in the notice board of the society and its branches if any for wide publication among the members. He is also requested to prepare the constituency wise voter list along with the forms required under Rules at least 40 days before the date of election.

Election Officer  
..... Society Ltd.

# **PREPARATION OF PROVISIONAL ELECTORAL ROLL (CONSTITUENCY WISE)**

- The Chief Executive of the society shall furnish the membership of the primary society organised into constituencies by the Committee duly supported by the resolution of the Committee to the Election Officer prior to at least 40 days of election date [Rule 3(b)]



# FORMAT FOR PROVISIONAL ELECTORAL ROLL (CONSTITUENCY WISE)

Constituency No. -					
Sl No.	Membership No.	Name of the Member	Father/ Husband's Name	Address (village) / Name of society to which he belongs (For Central & Apex)	Gender & Category (SC, SC(W), ST,ST(W), OBC/SEBC, OBC/SEBC(W), Women, UR
1					
2					
3					
4					
5					
6					



# ORGANIZATION OF CONSTITUENCIES

- The Election Officer shall ascertain and ensure about organization of constituencies by the committee. [Sub-rule 3, (3-a) (3ab) of Rule -6]
- In case the constituencies are not organized by the Committee, it shall be lawful for the Election Officer to organize such constituencies on requisition by the Chief Executive.[Rule 6 (3-a)].

# ORGANIZATION OF CONSTITUENCIES

- The constituencies shall be organized either numerically, which shall be serially as per the membership number of the members in the membership register of the Society maintained Under section 124 or,
- On territorial basis where constituencies shall be serially numbered by taking geographically contiguous areas.

# ORGANIZATION OF CONSTITUENCIES

- While organizing constituency serially, the total number of members may be divided by the total number of constituencies i.e 15 (in case of primary cooperative society) and if it is divisible equally then each constituency will have equal number of members.
- If not, the balance remainder will be added to the last constituency i.e. Constituency No.15, which will be more than the equal number in 14 other constituencies.

# ORGANIZATION OF CONSTITUENCIES

- While organizing constituencies geographically contiguous areas, the area of operation of the society may be divided into 15 clusters rationally taking into account the contiguous areas.
- Each cluster of area will form one constituency.

## **REPRESENTATION OF MEMBERS FROM DIFFERENT CATEGORIES IN THE COMMITTEE**

- In case of Primary Societies (other than LAMPCS), seats meant for different categories is SC, SC (Women), ST, ST(Women), OBC/SEBC,OBC/SEBC(Women) and Women shall be according to their proportion to the total members of the Society, and members belonging to each said category.

# RESERVATION OF SEAT IN THE COMMITTEE

- It is mandatory under Section 28 (2)(e) and Rule 6(3ab) that a society shall provide reservation of
  - 01 seat for the SC or the ST and
  - 02 seats for womento the Committee consisting of individuals as members and having members from such category of persons even if no seats arrived in the said categories after proportional representation.
- The Society shall reserve the seat for SC or ST taking into consideration the highest number of members from the category in the Society.



# CALCULATION OF SEAT MEANT FOR DIFFERENT CATEGORIES

- The seat meant for SC would be the ratio between numbers belonging to SC and the total number of member of the society multiplied by 15.
- Likewise seats meant for SC Women would be the ratio between women members belonging to SC category and the total number of SC members multiplied by seats arrived for SC Category. Similar procedure is also adopted in case of ST and OBC/SEBC category.
- The seats meant for women category would be the ratio between the women members and total number of member in the society.



# CALCULATION OF SEAT MEANT FOR SC CATEGORIES

- Suppose total number of members in a Primary Society is 2037, members belonging to different categories are,

Category	Man	Woman	Total
SC	155	161	316
ST	244	193	437
OBC/SEBC	287	218	505
Unreserved	409	370	779
Total	1095	942	2037

- The Calculation of seats is as follows:
  - (a) Total Seat for SC= $316/2037 \times 15 = 2.37$  or 2 seat
  - (b) Seat for SC(women)=  $161/316 \times 2 = 1.01$  or 1 seat
  - (c) So representation of SC shall be Total SC = 2 Seats, SC (W) = 1 Seat and SC =  $2 - 1 = 1$  Seat

# CALCULATION OF SEAT MEANT FOR ST CATEGORIES

- Suppose total number of members in a Primary Society is 2037, members belonging to different categories are,

Category	Man	Woman	Total
SC	155	161	316
ST	244	193	437
OBC/SEBC	287	218	505
Unreserved	409	370	779
<b>Total</b>	<b>1095</b>	<b>942</b>	<b>2037</b>

- The Calculation of seats for ST is as follows:
  - (a) Total Seats for ST =  $437/2037 \times 15 = 3.2$  or 3 seats
  - (b) Seat for ST (women) =  $193 / 437 \times 3 = 1.32$  or 1 seat
  - (c) So representation of ST will be Total ST = 3 Seats, ST(W) = 1 Seat and ST = 3 - 1 = 2 Seats

# CALCULATION OF SEAT MEANT FOR OBC/SEBC CATEGORIES

- Suppose total number of members in a Primary Society is 2037, members belonging to different categories are,

Category	Man	Woman	Total
SC	155	161	316
ST	244	193	437
OBC/SEBC	287	218	505
Unreserved	409	370	779
Total	1095	942	2037

- The Calculation of seats for OBC/SEBC is as follows:
  - (a) Total seat for OBC/SEBC =  $505/2037 \times 15 = 3.71$  or 3 seats
  - (b) Seat for OBC/SEBC (women) =  $218 \times 3/505 = 1.29$  or 1 seat
  - (c) So representation in OBC/ SEBC will be Total OBC/SEBC = 3 Seats, OBC/ SEBC (Woman) = 1 Seat and OBC/ SEBC =  $3 - 1 = 2$  Seats.

# CALCULATION OF SEAT MEANT FOR WOMEN CATEGORIES

- Suppose total number of members in a Primary Society is 2037, members belonging to different categories are,

Category	Man	Woman	Total
SC	155	161	316
ST	244	193	437
OBC/SEBC	287	218	505
Unreserved	409	370	779
Total	1095	942	2037

- Seats for women= $942/2037 \times 15 = 6.93$  or 6 seats
- Since 1 Seat has gone to OBC/ SEBC (Women), 1 seat to ST (W) and 1 seat to SC(W) So, the remaining Seats to be reserved for Woman would be  $6 - 3 = 3$  Seats.

# CALCULATION OF SEAT MEANT FOR UR CATEGORIES

- Balance seats shall be unreserved =  
 $15 - (SC-2 + ST-3 + OBC/SEBC-3 + Woman-3 = 11) = 4$  seats

# CALCULATION SHEET FOR ALL CATEGORIES

Category	No of Seats	Remarks
SC	1	Any SC Man or Woman can contest
SC(W)	1	Only SC Woman can contest
ST	2	Any ST Man or Woman can contest
ST(W)	1	Only ST Woman can contest
OBC/SEBC	2	Any OBC/SEBC Man or Woman can contest
OBC/SEBC (W)	1	Only OBC/SEBC Woman can contest
Women	3	Woman of any category can contest
UR	4	Any Man or Woman from any category can contest
Total	15	

# EARMARKING OF CONSTITUENCIES

- While earmarking the constituencies reserved for a particular category viz. SC, SC(W), ST, ST(W), OBC/SEBC, OBC/SEBC(W) and Woman, the constituency where the said category member has got the maximum number, that constituency may be allotted for that category.
- After allotment of seats for reserved categories, the remaining seats will be allotted to Unreserved category.



# EARMARKING OF CONSTITUENCIES

Constituency No.	SC		ST		OBC/SEBC		Unreserved		Total			Allotment of Seats
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Total	
Constituency No.1	8	14	15	13	16	16	29	24	68	67	135	Women
Constituency No.2	10	14	12	15	18	18	25	23	65	70	135	OBC/SEBC (W)
Constituency No.3	13	11	17	11	15	14	31	23	76	59	135	UR
Constituency No.4	7	9	13	11	27	15	26	27	73	62	135	OBC/SEBC
Constituency No.5	8	6	23	12	21	17	21	23	77	58	135	ST
Constituency No.6	8	12	14	13	21	13	32	22	75	60	135	UR
Constituency No.7	11	10	20	11	17	14	23	29	71	64	135	ST
Constituency No.8	11	11	13	15	21	16	26	22	71	64	135	Women
Constituency No.9	10	15	14	13	13	13	37	20	74	61	135	SC(W)
Constituency No.10	7	9	21	11	18	15	25	29	71	64	135	UR
Constituency No.11	8	12	21	13	24	12	22	23	75	60	135	OBC/SEBC
Constituency No.12	12	13	14	16	21	17	23	19	70	65	135	Women
Constituency No.13	14	12	12	11	19	12	27	28	72	63	135	UR
Constituency No.14	11	6	17	17	17	12	28	27	73	62	135	ST(W)
Constituency No.15	17	7	18	11	19	14	34	31	84	63	147	SC
	<b>155</b>	<b>161</b>	<b>244</b>	<b>193</b>	<b>287</b>	<b>218</b>	<b>409</b>	<b>370</b>	<b>1095</b>	<b>942</b>	<b>2037</b>	

# CALCULATION OF SEAT IN LAMPACS

- The representation from among the member belonging to ST will be proportional to the ratio between the members belonging to ST and total number of members of the said society, which should not be less than two third of the total members of the committee.
- So not less than 10 members out of 15 should be from ST
- Like wise, from among the ST, the representation of women should be proportional to their number, but not less than one-third of ST members in the committee.

# CALCULATION OF SEATS IN LAMPCS

- Suppose there are total 1000 members in a LAMPCS,
- out of which 600 are ST members and
- out of which 200 are ST women members,

The calculation of seat is:

Total ST seats =  $600/1000 \times 15 = 9$  (but minimum 2/3rd is  $15 \times 2/3 = 10$ )

- Hence total ST Seats reserved is 10
- Total ST Women seats =  $200/600 \times 10 = 3.3$  or 3.
- Which is also the minimum seat prescribed for S.T (Women) under the Act (  $10 \times 1/3 = 3.3$  or 3)
- Hence total ST women seats reserved = 3
- So balance seats reserved for S.T. =  $10 - 3 = 7$ .
- Reservation of seat in the LAMPCS in the present case, i.e. ST= 7 and ST ( W) =3.

# CALCULATION OF SEAT IN LAMPACS

- So the constituencies would be like this:
- S.T. - Both ST Man and ST Woman can contest
- S.T. (W) - Only S.T. Women can contest
- Unreserved - Any category Man or Woman can contest.
- The office of the President and Vice President shall be reserved for the Schedule Tribe.

# PUBLICATION OF NOTICE FOR VARIOUS STAGES OF ELECTION

The Election Officer shall, subject to the direction of State Co-operative Election Commission, if any, through the Chief Executive of the Society, cause publication of Notice for various stages of election, for information of the members of the Society, [Sub-rule (6) of Rule 4] by publishing it

- in a daily Oriya Newspaper having wide circulation in the area of operation of the Society or
- in the notice board of the Society, its branches, if any,
- in the office of the Gram Panchayat, Panchayat Samiti, Tahasildar, Sub-Collector, Collector, DRCS & ARCS in the area of operation of the Society or
- by beating of drums in the aforesaid areas,
- by whatever mode he may deem proper at least thirty five days prior to the date fixed for elections and
- failure on the part of the Chief Executive for compliance of the same shall be intimated to the State Cooperative Election Commission and to the Registrar by the Election Officer forthwith.



# CONTENTS FOR NOTICE FOR VARIOUS STAGES OF ELECTION

The notice for various stages of election shall contain full particulars of the Constituency, the offices in respect of which elections shall be held, and the date , place and time in which-

- (a) the provisional electoral roll shall be published;
- (b) objections, concerning anything published , not published or wrongly published in the provisional electoral roll, shall be filed, heard and disposed of;
- (c) the final electoral roll shall be published;
- (d) nomination papers shall be filed;
- (e) nomination papers shall remain open for scrutiny, filing of objections and furnishing of proof in support of the objections and the objections to be enquired into , heard and disposed of;
- (f) the list of valid nominations to be published;
- (g) withdrawal of nominations to be made;
- (h) list of contesting candidates to be published;
- (i) polling, if necessary , shall take place ; and
- (j) the counting of votes and the declaration of results of election to be made.

# FORMAT FOR VARIOUS STAGES OF ELECTION

Office of the Election Officer.....Society Ltd.

## NOTICE ON ELECTION PROGRAMME

Notice No. \_\_\_\_\_

Date \_\_\_\_\_

In pursuance of the provisions of Rules 5 of OCS (Election to the Committee) Rules , 1992, I, Sri  
....., Election Officer of .....  
Society Ltd, do hereby publish the notice on Election Programme as in Schedule-A for information of all the  
members.

There shall be Election for ..... members to the Committee, one from each Constituency  
as given in schedule B.

### SCHEDULE-A

Sl. No.	Programme	Date	Place	Time
01	Publication of Provisional Electoral Roll (separately for each constituency).			
02	Filing of objections to provisional Electoral Roll before the Election Officer.			
03	Hearing of objections and finalization of Electoral Roll by the Election Officer.			
04	Publication of Final Electoral Roll.			
05	Filing of Nomination before the Election Officer along with fees and security.			
06	Display of the list of Nominations received.			
07	Scrutiny of Nomination Papers, filing of objection along with supporting proof.			
08	Examination of Nomination Papers and hearing of objections by the Election Officer.			
09	Hearing on the rebuttal of objections, if any, and decision of the Election Officer.			
10	Publication of the list of valid Nominations.			
11	Filing of application for withdrawal of Nomination.			
12	Publication of final list of contesting candidates along with symbols.			
13	Polling, if necessary.			
14	Counting of Votes & declaration of Result.			

### SCHEDULE-B

One member from each Constituency to be elected to the Committee.

Serial number of the Constituencies	Category for which reserved.

Election Officer ..... Society Ltd.

Memo No. \_\_\_\_\_/Date \_\_\_\_\_

Copy to Secretary ..... Society Ltd.,  
Sarpanch.....G.P, B.D.O.....Block,  
Tahasildar.....Tahasil, ARCS.....Circle,  
DRCS..... Division Sub-Collector.....  
Collector..... With a request to publish the notice on the notice board of the  
office.

Election Officer ..... Society Ltd.



# **PUBLICATION OF PROVISIONAL ELECTORAL ROLL**

- The Election Officer shall publish the Provisional Electoral rolls through the Chief Executive of the Society by affixing it on the notice boards of the head office of the society and its branches, if any, thirty days prior to the date of election.[Rule 6 (1& 4)]

## **FILING OF OBJECTIONS ON PROVISIONAL ELECTORAL ROLL, HEARING AND DISPOSAL OF OBJECTIONS**

- Objection, if any, shall be filed on the provisional electoral roll in writing showing details of objections & full particulars of objections within four days from the date of publication before the Election Officer [Rule 6 (5)] .
- The Election Officer after hearing shall finalise and correct the Electoral Roll within three days from the last date of receipt of objections. [Rule 6 (5)]

# **PUBLICATION OF FINAL ELECTORAL ROLL**

- The final Electoral Roll shall be displayed in the notice board of head office of the society within two days of finalization of Electoral Roll. Rule 6(6)

# FILING OF NOMINATION

- Nomination shall be filed by the Candidate or through his proposer for election of the Member of the Committee in Form I, before the Election Officer within three days of publication of final Electoral Roll [Rule 7] along with security deposit and fees fixed by the State Cooperative Election Commissioner.
- Form-I is to be supplied by Chief Executive of the society on application & payment of fees.
- The nomination form shall be duly filled in all respects by the candidate and signed by him and his proposer & seconder with date and time.

# NOMINATION & SECURITY FEES

Sl. No	Class of Society	Office of President & Vice President		Office of the member of Committee of Management			
				Reserved SEATS (SC,ST, OBC (including SEBC) & Women		Others	
				Fees	Security	Fees	Security
1.	Primary Cooperative Societies other than Urban Cooperative Bank/ CARD Bank	200.00	400.00	20.00	40.00	100.00	200.00
2.	Urban Coop. Bank & CARD Bank	400.00	800.00	40.00	80.00	200.00	400.00
3.	Central Societies (other than CCB)	400.00	800.00	40.00	80.00	200.00	400.00
4.	Central Coop. Bank	1000.00	2000.00	120.00	240.00	600.00	1200.00
5.	Apex Coop. society/ Bank & other State level coop. Society	2000.00	4000.00	200.00	400.00	1000.00	2000.00

# DEPOSIT OF SECURITY FEES

- Where a candidate files more than one nomination paper for election in the same constituency, not more than one security deposit shall be required of him for the purpose.
- Whereas a candidate of reserved category desiring to file nomination for election of member of committee of unreserved constituency, he shall have to deposit the fees mentioned for other category.



# **NOMINATION REGISTER & ACKNOWLEDGEMENT OF NOMINATION PAPERS**

- The Election Officer shall maintain a register in which all nomination papers received are entered chronologically and category wise in the manner prescribed under Rule (8).
- The Election Officer shall acknowledge receipt on demand by the candidate.
- The Election Officer shall draw a horizontal line under the last nomination paper received and write “Nomination closed” with signature, date & time.

# FORMAT FOR NOMINATION REGISTER

The register shall ordinarily reflect the following information:

Sl No.	Name and number of the constituency and the office for which the nomination is filed	Name of the candidate	Name of the Proposer	Name of the seconder	Date and time of receipt of the nomination paper	Whether the nomination is in respect of reserved seat and if so the category and number of Constituency	Signature of the Election Officer
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

# **DISPLAY OF NOMINATIONS RECEIVED**

- List of nominations received and entered in Form I-A shall be affixed in a conspicuous place, of the place fixed for filing of nomination papers.

## **SCRUTINY OF NOMINATION PAPERS AND FILING OF OBJECTIONS WITH SUPPORTING PROOF**

- On the date & time fixed, the Election Officer shall allow the candidate or his election agent or one proposer to examine the nomination papers and file objections, if any, in writing with proof in that regard within two days from last date fixed for filing nomination. [Rule 9 (1)]

# **EXAMINATION OF NOMINATION PAPERS AND HEARING OF OBJECTIONS**

- Election Officer shall examine the nomination papers & decide all objections after hearing and summary inquiry and endorse on each nomination paper his decision accepting or rejecting the same with brief statement of reason for such rejection. [Rule 9 (2) & (3)]

# EXAMINATION OF NOMINATION PAPERS

- while examining the nominations, the Election Officer shall keep in mind the following points for checking.
  - Whether nomination paper filed by the candidate duly filled in, complete in all respects and signed by the candidate, his proposer and seconder & filed along with fees & security deposit or not. Rule 7(3)
  - Whether name of the candidate of reserved category appear in final electoral roll of any constituency as he can file nomination for the constituency reserved for his category. [Rule 7(4) (i)]
  - Whether name of the candidate appears in the final electoral roll of any constituency as he can file nomination for unreserved seat. [Rule7 (4) (i)]
  - Whether the candidate filing nomination for more than one seat as he is not eligible for the same. [Proviso to Rule7 (4) (i)]



# EXAMINATION OF NOMINATION PAPERS

- Whether the name of the proposer & seconder appear in the electoral roll of the particular constituency or not, since voter of any other constituency is not eligible to be the proposer or seconder for the said office for that constituency. [Rule7 (4) (ii)]
- Whether the voter is a proposer or seconder for more than one candidates as he is not eligible for the same [Provisio to Rule7 (4) (ii)]
- Whether the candidate is ineligible for being chosen a Member of the Committee as provided under the Act, Rules & byelaws. The Election Officer shall keep in view the following for ready reference.
- When the number of candidates for a particular constituency becomes equal to the number of voters ( or where number of voters are less than six) in the final electoral roll for that Constituency, signing by the Proposer or the Seconder as per Sub rule 3 & 4 is not necessary.

# DISQUALIFICATION AS MEMBER

(Section 16, 16-A, 19, 20 & 28(3) of OCS Act, 1962 as amended from time to time)

- If the candidate has not attended three consecutive General meetings or abstains from attending General Body/ Special General Body of the Society continuously for 1 year and such absence has not been condoned by the members in the General Body meeting. [Sec 16 A (1) (a-1)]
- If the candidate has not used two consecutive years the services below the minimum level specified in the byelaws. [Section 16 A (1) (a-2)]
- If he has not deposited such amount for such period as may be specified by the Registrar from time to time. [Section 19 (1)]

As per the latest notification of RCS (O) vide No-5163 Dated 26.03.2012 a member belonging to other than SC/ ST category shall have a minimum deposit of Rs.500/- (Rupees five hundred) and a member belonging to SC/ ST category shall have a minimum deposit of Rs 100/- (Rupees one hundred) only with the PACS/ LAMPCS/ SCS /FSCS for a minimum period of 4(four) months preceding date of election to the committee of that Society to have voting right.

# DISQUALIFICATION AS MEMBER

(Section 16, 16-A, 19, 20 & 28(3) of OCS Act, 1962 as amended from time to time)

- He is not adjudicated an insolvent or an un-discharged insolvent.[Section 28 (3)(a)]
- If he has been sentenced for an offence involving moral turpitude and such sentences not having been reversed.[Section 28(3)(b)]
- If he is of unsound mind or is a deaf –mute or is suffering from leprosy  
Section [(28 (3) ( c )]
- If he is a family member of any paid employee of the society unless specifically permitted by the Registrar or Society composed exclusively of such employees.[Section 28 (3)(d)]
- If he has failed to pay any amount due, whether in cash or in kind, to the Society, it's Financing Bank or any other Society, on account of any loan or otherwise within three months from the date of notice by the Society the Financing Bank concerned for payment of such dues. However, if he makes payment of the dues before the date of filing his nomination he becomes eligible in this respect. [Section 28 (3) (e)]

# DISQUALIFICATION AS MEMBER

(Section 16, 16-A, 19, 20 & 28(3) of OCS Act, 1962 as amended from time to time)

- If he is directly or indirectly interested in any contract made with the Society or in any sale or purchase made by the Society or in any contract or transaction of the Society (other than investment & borrowings) or involving in any financial interests of the Society if the contract or transaction, sale or purchase be not complied. [Section (3)(f)]
- If he has been expelled from a Society under section 21 (A). However disqualification will not apply if; [Section 28 (3) (g)] \* Two years have elapsed from the date of such expulsion. \* Registrar has sanctioned the readmission or admission within the said period as a member of the said Society or any other Society.
- If convicted on charge of misappropriation or defalcation of funds of any Society or has been found liable in a surcharge proceeding until such conviction or liability is reversed. [Section 28 (3) (h)]



# DISQUALIFICATION AS MEMBER

(Section 16, 16-A, 19, 20 & 28(3) of OCS Act, 1962 as amended from time to time)

- If he has been dismissed, discharged or removed from service of Government, Public Sector Undertaking, Local Body, a Cooperative Society or any other body corporate as a result of disciplinary proceedings on charge of embezzlement, misappropriation or any other misconduct involving moral turpitude unless such dismissal, discharge or removal has been reversed. [Section 28 (3) (i)]
- If he is holding any office of profit under State or Central Govt, Public Sector Undertakings, Local Authority, Educational Institution or a Cooperative Society unless such Society composed exclusively of such persons or nominated under subsection (1) of section 31 or appointed under the Act to manage the affairs of a Society. Section 28 (3) (j)]
- If he is debarred under Representation of peoples act 43 of 1951 to contest election. [Section 28 (3) (k)]
- If he is retained or employed as a legal practitioner against the Society or on behalf of the Society except in an honorary capacity. [Section 28 (3) (m)]

# DISQUALIFICATION AS MEMBER

(Section 16, 16-A, 19, 20 & 28(3) of OCS Act, 1962 as amended from time to time)

- Abstains from attending the meeting of the committee of a Society over a continuous period of 6 months without prior intimation or upon such intimation Committee disapproves the abstention unless two years elapsed following date of expiry of six months. [Section 28 (3) (n)]
- If he has more than two children provided that nothing in this clause shall apply to a person who has more than two children as on the first day of January 1995 or, as the case may be, within a period of one year of the said date, unless such person begets an additional child after the period of one year. [Section 28 (3) (p)]



# DISQUALIFICATION AS MEMBER

(Section 16, 16-A, 19, 20 & 28(3) of OCS Act, 1962 as amended from time to time)

- A representative of a Society or a body corporate shall not be eligible for being chosen or for continuing as a Member or president of the committee of any other society in cases where the society or the body corporate which he represents, [Section 28 (3-a)]
  - Failed to pay any amount due, whether in cash or kind to the society, to financing bank or any other society on account of loan or otherwise within 3 months from the date of notice by the society or financing bank concerned for payment of such dues. This disqualification will not apply if payment of dues made before filing nomination at an election of society.
  - If he leaves membership of the society.
  - Is ordered to be wound up or dissolved.

























# **VALID NOMINATIONS AND ALLOTMENT OF SYMBOLS**



























- Immediately next to the last date of disposal of objections to the nominations the valid nominations along with the symbols allotted by the Election Officer shall be displayed in the notice board of the society.
- The Election officer shall not allot any symbol to the candidates which are associated with political parties as required under Rule 7(2) of OCS (Election to the Committees) Rules, 1992.

# SYMBOLS

## ANNEXURE

### SYMBOLS FOR COOPERATIVE ELECTION IN ODISHA

1		AXE	13		CRICKET BAT
2		WALKING STICK	14		COTTAGE
3		BIRD	15		DOG
4		BANYAN TREE	16		POT
5		BUTTER FLY	17		EYE
6		BUCKET	18		FOOT BALL
7		BRINJAL	19		FLOWER
8		BELL	20		FISH
9		BOAT	21		COCOANUT
10		BOTTLE	22		GLASS
11		CHAIR	23		HAT
12		COCOANUT TREE	24		KEY

25		CUP-PLATE	38		WINDOW
26		LEAF	39		SCISSOR
27		LAMP	40		WHEEL
28		GUNJEE	41		TABLE
29		MRIDANGA	42		WELL
30		NECKLACE	43		SLATE
31		PEN	44		TELEPHONE
32		PUMPKIN	45		BRUSH
33		PINEAPPLE	46		SPOON
34		RING	47		PEACOCK FEATHER
35		DEER	48		PENCIL
36		LOUD SPEAKER	49		BAG
37		WRIST WATCH	50		FLOWER VASE



# UNCONTESTED ELECTION: [Rule-14]

- After publication of valid nominations if the number of candidates in the constituency is found to be equal to or less than the number of seats to be filled, the Election Officer shall forthwith declare such candidates to be duly elected and shall complete and certify the declarations in Form-V.
- A signed copy of the declaration shall be sent forthwith to the State Cooperative Election Commissioner, DRCS and ARCS, under whose jurisdiction the head office of the Society is located.

# WITHDRAWAL OF NOMINATIONS

- Any candidate may withdraw his nomination on a written application and deliver the same to the Election Officer by himself or through proposer during office hours on the next date of publication of valid nominations.
- Withdrawal once made is final & irrevocable.

# **NOTIFICATION OF FINAL LIST OF CONTESTING CANDIDATES :[Rule-11]**

- The Election Officer shall notify final list of contesting candidates on the notice board of the Society on the next date of withdrawal of nominations.



# PRINTING OF BALLOT PAPER : [Rule 18]

- The ballot papers are to be printed in form VI-A in consultation with the DRCS. The name of the candidates should be arranged in alphabetical order in the ballot paper.
- In case two or more candidates bear the same name, distinguish them from each other by the addition of their occupation or residence on the ballot paper.
- The constituency wise ballot papers may be distinguished from one another as per direction to be issued by State Cooperative Election Commissioner from time to time.
- Maintenance of secrecy of the printing of ballot papers and correction of the proof copy of the printing of ballot papers to avoid printing mistake are extremely important.
- No ballot paper other than printed ballot papers shall be used in election.