

**Co-operative Election Urgent**

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

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Letter No. 1445 /SCEC/Election-I-4/2022 /Date. 27.05.2022

To

**All the Deputy Registrar of CS/ DCEOs/Assistance Registrar of CS.**

Sub: Guidelines and modalities for expenditure towards hiring of Vehicles for monitoring and supervision of election works under the budget head "hiring charge of vehicle" on Cooperative election for the year 2022-23.

Sir/Madam,

With reference to the subject cited above, I am directed to inform you that funds to the tune of Rs30,000/- per Division and another Rs20,000/- per circle (where it is required) are to be placed with the DRCS-cum-DCOs for monitoring and supervision of Cooperative election works on following days.

- On the day of scrutiny of nomination
- On the day of hearing on nomination
- On the day of publishing of final list of contesting candidate.
- On the day of dispersal of polling parties
- On the day of Poll
- Any other important and urgent works relating to election.

And, the following modalities and guidelines are to be followed.

1. The funds will be placed with DRCS-cum-DCOs as per their requirement.
2. They will submit the requirement as per the format given in **Annexure-A**.
3. DRCS-cum-DCOs will place the funds with the ARCS under his division where it is required.
4. The DRCS will submit the UCs to the Commission for the funds utilized under this head both for his office and circle offices.
5. The original copy of the Bills regarding hiring of the Vehicles and Log Books are to be kept in the office of the DRCS for audit purpose.
6. The Xerox copy of the Bills and Log Books alongwith the letters of requirement of funds as per **Annexure-A** are to be submitted to this

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Commission soon after election to the Primary Cooperative Societies are over.

7. For hiring of Vehicles the guidelines/circulars of the Finance/Cooperation Departments are to be strictly followed.
8. The DRCS /ARCS should also utilize the hired vehicle for the purpose of the election related works of other Societies also and they should move along with the DCEOs of other Department wherever it is necessary.
9. The DRCS –cum-DCOs are allowed to utilize the election funds available with them and Commission will reimburse it soon after receipt of requirements of funds from them.
10. Any unspent amounts are to be refunded to the Commission with reasons, if any.

Yours faithfully,

Secretary

Memo No. 1446 Date . 27.05.2022

Copy forwarded to the Director of Industries, Odisha Cuttack/Additional Director of Industries Odisha-Cum- Secretary Odisha Khadi and Village Industries Board/ Director, Handicraft & cottage Industries, Odisha BBSR/ Director, Animal Husbandry & Veterinary Services Odisha, Cuttack/ Director, Ayush, Odisha BBSR/ Director, Fisheries Odisha Cuttack/ Director, Textiles Odisha BBSR/ Managing Director, OMFED BBSR/ Director (ST), ST and SC Development Department/ Director (SC Welfare), ST and SC Development Department/ Director (OBC), ST and SC Development Department for information .

Secretary

Memo No. 1447 Date. 27.05.2022

Copy forwarded to the Registrar of Cooperative Societies Odisha, Bhubaneswar for information & necessary action.

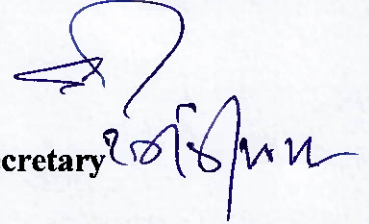
Secretary

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Memo No. 1448 Date. 27.05.2022

Copy submitted to the Additional Secretary to Government in Cooperation  
Department for information.

Secretary



**Format for submission of requirement of funds for hiring of vehicles for monitoring & supervision of Cooperative Election works**

**Annexure-A**

SI No	Name of the Division	No of vehicles utilised		Requirement of funds		Total Requirement	Remarks
		For Division	For circles	For Division	For circles		
1	2	3	4	5	6	7	8

Signature of the  
Deputy Registrar of Cooperative Societies