

**Co-operative Election Urgent**

**STATE CO-OPERATIVE ELECTION COMMISSION, ODISHA**  
Plot No. 1800(P), OSAM Building, 1<sup>st</sup> floor, Baramunda, Post- Khandagiri, Bhubaneswar, Ph. No.- 0674-2351510,  
Email: [oscec5@yahoo.com](mailto:oscec5@yahoo.com)

Letter No. 1578

/SCEC/Election-I-4/2022 /Date. 09-06-22

To

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

Sub: Guidelines for the dispersal centres.

Sir,

With reference to the Subject cited above, I am directed to inform you that the movement of the polling parties should be done in a systematic manner to avoid any kind of dislocation during the dispersal . Therefore, the DCEOs are to follow the guidelines for the dispersal centres as given below.

1. Dispersal centres will be mainly at the office of the ARCS/DRCS/DCEO.
2. Polling parties are to report by 8A.M at the dispersal centre one day before the day of poll.
3. The Election Officer must remain present at the dispersal centre. He should accompany the polling parties to reach to the Booths safely.
4. The Ballot papers in a sealed cover should be handed over to the Presiding officers with proper acknowledgement.
5. The election materials to be distributed must be arranged Society wise two days before the date of poll.
6. Name of the Society/Booth no is to be displayed clearly on the boxes containing the election materials.
7. All the polling parties are to be instructed to check the materials properly before leaving the dispersal centre as per the **CHECK LIST**.
8. DCEOs are to arrange amenities like drinking water etc. for Polling personnel at the dispersal centre.
9. Polling parties must be provided with the route chart to locate their Society/Booth.
10. Polling parties should leave the dispersal centres soon after receipt of the materials and should reach the Booth before sunset.
11. During the allotment of Vehicles to the polling parties, the distances of the Societies are to be considered on priority basis.
12. The Society/Booth located in the far away places should be dispatched first.
13. DCEO should make arrangement of Police Personnel to move alongwith the polling parties in case of Sensitive/Supersensitive Society.
14. All the police stations must be informed well in advance which will come across between the dispersal centre and the polling station.

Yours faithfully,

Secretary

4/6/22


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Memo No. 1579 Date. 04.06.22

Copy forwarded to the Registrar of Cooperative Societies, Odisha, Bhubaneswar /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 and necessary action.

Memo No. 1580 Date. 04.06.22

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

  
Secretary  
4/6/22

  
Secretary  
4/6/22