

**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](mailto:oscec5@yahoo.com)

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Letter No. 1819 / SCEC-Election-II-05/2022 Dated 14-6-22  
To

All the Divisional Deputy Registrar of Cooperative Societies/  
All District Cooperative Election Officers of concerned Departments /  
All Assistant Registrar Cooperative Societies

Sub: Guidelines on counting of votes.

Madam/Sir,

I am directed to say that counting is also equally important in the process of election and the Election Officer should take adequate planning and care from the beginning.

As you are aware, the Election Officer while causing publication of form referred to in sub-rule (6) of Rule 4 of OCS (Elections to the Committees) Rules, 1992, thirty five days prior to the date fixed for election through the Chief Executive, should also mention full particulars i.e. place, date and time where the counting of votes and the declaration of results of election are to be made as per Sub rule 5 (1) and (2) of OCS (Elections to the Committees) Rules, 1992.

In view of the statutory requirement, the Election Officer needs to make sufficient planning for selection of proper place where counting can be made smoothly preferably in the society office or nearest Govt. premises. He should also issue suitable direction to the Chief Executive to arrange seating arrangements for the counting Assistants, polling / Election agents and counting supervisors etc. and earmark the seats with labels sufficiently ahead.

1. The counting can only commence after close of the poll i.e. 4 P.M.
2. Counting cannot be commenced immediately after close of poll in case where the number of polling booths of the society is more and located at different places as it would take time to collect the boxes to the counting centre.

3. The Election Officer is required to make planning accordingly and fix the time of counting to be mentioned in the notice for information of all. He may also discuss the matter with the District Cooperative Election Officer- cum- Nodal Officer in the matter to ensure safety of the ballot papers, smooth conduct of counting and police arrangements etc.
4. As provided under Rule 38 of the OCS (Elections to the Committees) Rules, 1992 at every election where poll is taken, votes shall be counted by or under the supervision & direction of the Election officer and each contesting candidates and his election agents and his counting agents shall have the right to remain present during counting.
5. As provided under Rule 55 and 39, the Election Officer may appoint such persons, officers, office bearers, employees of the society concerned to assist him in counting.
6. The ballot papers may be sorted out constituency wise first and then arranged in convenient bundles of a fixed number for scrutiny and counting.
7. For detail procedure about admission of persons, opening of ballot boxes , scrutiny of ballot papers , rejection of ballot papers, counting of votes, recounting and declaration of results Rule 38, 39, 40, 41, 42, 43, 44, 45, 46 of the OCS (Election to the Committees) Rules, 1992 must be followed strictly.
8. A ballot paper shall not be rejected merely on the ground that the mark indicating the vote is not distinct or made more than once, if the intention that the vote shall be for a particular candidate clearly appears from the way the paper is marked.
9. The Election Officer shall keep it in mind to proceed continuously with counting of votes as far as practicable as a lot of formalities would be required for availing interval during counting.[Rule43]

10. After counting is over the Election Officer shall then declare the candidate to whom the highest number of valid votes has been given, as having been elected and certify the return of election in Form XIII and send the same to concern quarters after putting his/her signature.

This guide line may be communicated immediately to the Election Officers under your jurisdiction for their guidance.

Yours faithfully,

Secretary 14/6/2022

Memo No. 1820 / Date 14-6-22

Copy forwarded to the Registrar of Cooperative Societies, Odisha, Bhubaneswar/Director Industries, Odisha Cuttack/Additional Director of Industries Odisha-Cum- Secretary Odisha Khadi and Village Industries Board/ Director, Handicrafts, Odisha, Bhubaneswar/ Director, Animal Husbandry & Veterinary Services Odisha, Cuttack/ Director, Ayush, Odisha, Bhubaneswar / Director, Fisheries Odisha Cuttack/ Director, Textiles & Handlooms, Odisha, Bhubaneswar / Managing Director, OMFED, Bhubaneswar for information & necessary action.

Secretary 14/6/2022

Memo No. 1821 / Date 14-6-22

Copy to all Collectors for information & necessary action.

Secretary

14/6/2022