

**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)

No 1581 SCEC/ Election-II-18/2022 Dated 18-8-2023

**ORDER**

1. The State Co-operative Election Commission, Odisha has been pleased to fix the scale for payment of ex-gratia/ compensation to the families of person on election duty who die and also the personnel who sustain injuries leading to incapacitation whether by accident or any other means arising out of and in course of election duty/death arising out of COVID-19 during Elections to (Co-operative Societies, 2022 and all elections held for Co-operative Societies thereafter including by-elections.

2. Such ex-gratia shall be compassionate compensation as per this Order and shall be applicable to all civil persons whether Government (State) / Co-operative Societies/Drivers and Helpers of Government and private vehicles and police personnel engaged by the competent authority for election related duty in the State of Odisha during Elections to Co- operative Societies, 2022 and all elections held for Co-operative Societies thereafter including by-elections.

3. A person is to be treated on election duty, as soon as he / she leaves his / her residence / office to report for any election related duty, including training and until he/she reaches back his / her residence / office after performance of his / her election related duty. Any mishap taking place during the said period shall be treated to have occurred on election duty subject to the condition that there should exist a connection between occurrence of death / injury and the election duty.

4. The amount of ex-gratia/ compensation shall be on the rates as mentioned below:-

Sl No.	Event	Amount of Compensation (in Lakh)
(1)	(2)	(3)
1.	On death arising out of and in course of election duty, if the death is caused due to any violent act of extremist or anti-social elements in road mines, bomb blast, armed attacks etc.	30.00

Sl No.	Event	Amount of Compensation (in Lakh)
(1)	(2)	(3)
2.	On death arising out of and in course of election duty due to any reason other than(1) above	15.00
3.	On permanent disability (i.e. loss of limb, eyesight etc.) caused due to any violent act of extremist or antisocial elements in road mines, bomb blast, armed attacks etc. arising out of and in course of election duty.	15.00
4.	On permanent disability (i.e. loss of limb, eye sight etc.) whether by accident or by any other means arising out of and in course of election duty.	7.50
5.	Grievous injuries and Multiple fractures caused by accident or by any other means arising out of and in course of election duty leading to temporary and prolonged incapacitation.	Maximum 2.00

5. The amount of ex-gratia/ compensation in the event of death due to COVID-19 Pandemic shall be on the rates mentioned below:

Sl NO.	Event	Amount of Compensation (in Lakh)
(1)	(2)	(3)
1.	On death arising out of and in course of election duty if the death is caused due to COVID-19	30.00
2.	Affected COVID-19 patient	Free Medical treatment facility

6. The Death Certificate specifying the reason of death has to be issued by the Medical Officer and countersigned by the Chief District Medical Officer concerned certifying specifically that the death is caused due to COVID-19. The duty period shall be deemed to be started from the date and time of reporting for election duty before the Election Officer and shall end after being relieved by the Election Officer from election duty.

7. The family of the deceased personnel or the personnel disabled/ grievously injured on election duty shall be eligible to the above grant subject to production of the following documents from the appropriate authorities in support of the claim:

- (a) Duly filled in claim form;
- (b) Certificate from the Collector to the effect that the deceased/ disabled personnel was on Election Duty;
- (c) Certificate from the District Superintendent of Police to the effect that the deceased / disabled personnel was on Election Duty (in case of police personnel);
- (d) A copy of First information Report (FIR);
- (e) Postmortem report in case of mishap/unnatural/unidentified death;
- (f) Appointment letter as a proof of appointment in Election Duty wherever possible;
- (g) Medical Report of the Chief District Medical Officer of the District/ Government Medical Colleges Hospital.

8. In case of permanent disability sustained by the election related personnel, as stated in Para 4 above, a certificate has to be obtained from the Medical Board duly constituted by the concerned Chief District Medical Officer.

9. In case of grievous injuries and multiple fractures leading to temporary and prolonged incapacitation, detailed medical report (including X-rays etc.) should be furnished as per Para 7(g) above.

10. The injured personnel on election duty himself and in the case of deceased, the legal heirs of his family shall, within a period of three months from the date of injury/death, as the case may be, submit an application for compassionate grant to the concerned Collector Application in Form-I shall be made in case of death and application in Form-II in case of disability/temporary and prolonged incapacitation.

11. The concerned Election Officer shall draw up a report in Form-I in case of death and Form-II in case of disability / temporary and prolonged incapacitation.

12. The application and report referred to in the preceding paras shall be sent by the concerned Election Officer with his recommendation to the State Co-operative Election Commission, Odisha within one month of the receipt of the application, who may sanction the compassionate grant in favour of the family members in the event of death or in favour of the person in case of disability.

13. The benefit payable under this order is also applicable for the period of Co-operative Bye-elections conducted in the State. Further, it is clarified that the staff those who are engaged in the conduct of election work in the office of State Co-operative Election Commission, Odisha, Office of the Registrar of Co-operative Societies, Odisha and Sub-ordinate Offices are also eligible to avail the aforesaid benefit.

14. To avoid duplicity, it is clarified that the one time compassionate grant payable as per Finance Department Resolution No. Pen-51/2000-9794/F., dated the 7th March, 2001, Resolution No. Pen- 64/2001-53885/F., dated the 2nd November, 2001, 86 Corrigendum Memo No. Pen- 64/2001-5204/F., dated the 2nd February, 2002, Resolution No. Pen-144/2008-43870/F., dated the 25th September, 2008 and Resolution No. Pen -73/2008-2510/F., dated the 12th January, 2009 for death and injury / disability shall not be paid to the families of the deceased or disabled person if such person is covered under this Order during the period this order remains in force.


15. "Family" shall have the same meaning as provided in clause (b) of rule 2 of the Odisha Civil Services -(Compassionate Grant) Rules, 1964.

16. The decision of the State Co-operative Election Commission, Odisha regarding sanction of quantum of compassionate grant is final.

17. The Commission further directs that all such cases shall be looked into promptly by the officers so that the family member or the person himself/herself is not be harassed to get the document. If such matter is brought to the notice of the Commission, the State Co-operative Election Commission will take stern action against the officer(s) for whom the matter is delayed.

18. This has been concurred by Finance Department vide File No.COOP-LEGAL-CASE2-0002-2022 communicated by Co-operation Department No. 4878 dated. 04.06.2022

By order and in the name of the  
State Co-operative Election Commission, Odisha

  
(Prasanta Kumar Mohanty) 18.8.2023  
SECRETARY

Memo No. 1582

Dated-

Copy submitted to the Chief Secretary, Odisha for information and necessary action.

*Secretary*  
SECRETARY 8.8.2023

Memo No. 1583

Dated-

18-8-2023

Copy submitted to the D. G police, Odisha, Cuttack for information and necessary action.

*Secretary*  
SECRETARY 18-8-2023

Memo No. 1584

Dated-

18-8-2023

Copy submitted to the Commissioner-cum-Secretary to Government in Cooperation Department/ Principal Secretary to Government in Fisheries & A.R.D. Department for information /Commissioner-cum-Secretary to Government in Handlooms, Textiles & Handicrafts Department/ Principal Secretary to Government in Micro, Small and Medium Enterprises Department / Principal Secretary to Government in ST and SC Development , Minorities & Backward classes Welfare Department / Addl. Chief Secretary to Government in Health and family Welfare Department and Commissioner-cum-Secretary to Government in Women & Child Development Department for information.

*Secretary*  
SECRETARY 18-8-2023

Memo No. 1585

Dated-

18-8-2023

Copy forwarded to the Registrar of Cooperative Societies, Odisha, Bhubaneswar/ Director of Industries, Odisha , Cuttack / Additional Director of Industries, Odisha-cum- Secretary, Odisha Khadi & Village Industries Board/ Director, Handicrafts Odisha, Bhubaneswar / Director, Textile & Handlooms, Odisha, Bhubaneswar / Director, Animal Husbandry & Veterinary Services Odisha Cuttack / Director, Ayush, Odisha, Bhubaneswar / Director, Fisheries, Odisha Cuttack/ Chairman -cum- Managing Director, OMFED, Bhubaneswar / Director (ST) S.T.& S.C. Development Department/ Director(SC Welfare), ST&SC Development Department / Director (OBC) ST & SC Development Department/ Auditor General of C S, Odisha, Bhubaneswar / Managing Director, Mahila Vikas Samabaya Nigam for information and necessary action.

*Secretary*  
SECRETARY 18.8.2023

Memo No. 1586

Dated-

Copy forwarded to all RDCs / all Collectors / Commissioner of Police, Police Commissionerate Cuttack-Bhubaneswar /all SPs of the districts for information and necessary action.

*[Signature]*  
SECRETARY 18.8.2023

Memo No. 1587

Dated-

18-8-2023

Copy to P.S. to State Cooperative Election Commission for information of Commissioner.

*[Signature]*  
SECRETARY 18.8.2023

Memo No. 1588

Dated-

18-8-2023

Copy forwarded to all the Deputy Registrar of Cooperative Societies / Assistant Registrar of Cooperative Societies / District Cooperative Election Officers of concerned Departments for information and necessary action.

*[Signature]*  
SECRETARY 18.8.2023

Copy to Guard File & all Sections of this Commission

**FORM-I**  
**APPLICATION FOR EXGRATIA COMPENSATION TO THE FAMILY OF THE DECEASED**  
**PERSONNEL ON CO-OPERATIVE ELECTION DUTY**

1. Name of the applicant( in Block letters)
2. Father's Name
3. Date of Birth
4. Present Address with Contact Number
5. Permanent Address with Police Station
6. Relationship with the deceased personnel on election duty.
7. Name, age, relationship with the deceased and occupation of the surviving family members \* of the deceased.

Sl No.	Name	Relationship with the deceased	Occupation	Date of Birth by Christian era
(1)	(2)	(3)	(4)	(5)

\*Family shall have the same meaning as provided in clause(b) of Rule 2 of the OCS (Compassionate Grant) Rules, 1964.

\*\* Please attach joint Photograph.

8. Full Signature of the applicant.

(I)

(ii)

(iii)

Place

Date

Attested by  
Signature and Name of Deputy Registrar of  
Co-operative Societies, in Block Letters along with  
designation and Seal

9. Left hand thumb and finger impressions of applicant:

Small Finger	Ring Finger	Middle Finger	index Finger	Thumb
(1)	(2)	(3)	(4)	(5)

Place

Date

Attested by  
Signature and Name of Deputy Registrar of  
Co-operative Societies, in Block Letters along with  
designation and Seal

10. Was any other grant sanctioned (if yes, details thereof)

Place

Date

Signature of Applicant

**(for use of the Collector / S.P / Sub-Collector / Deputy Registrar of Co-operative Societies office any of these officers)**

(i) Give full detail of the Circumstances under which death had occurred i.e. whether death caused due to any violent act of extremist or antisocial elements in road mines bomb blast, armed attack etc. or death has been arisen out of accident/disease/any other reason.	
(ii) Whether death is caused due to COVID-19	
(iii) FIR No alongwith P. S Case No etc. details thereof (if applicable)	
(iv) Findings in the postmortem Report	
(v) Recommendation of the Collector/Sub Collector/BDO	

Signature of the Collector / Sub—Collector/  
Deputy Registrar of Co-operative Societies, along  
with Seal

Documents to be submitted:

1. Copy of FIR (if accident case)
2. Medical Reports
3. Postmortem Reports
4. Certificate from DRCS/SP/DSP/Election Officer that the deceased was on election duty along with appointment order in case of Polling Personnel.
5. Legal Heir Certificate! Succession Certificate to be obtained from the applicant are enclosed.



**FORM-II**  
**APPLICATION FOR EXGRATIA COMPENSATION TO THE PERSON INJURED DURING**  
**CO-OPERATIVE ELECTION DUTY**

1. Name of the applicant( in Block letters)
2. Father's Name
3. Date of Birth
4. Present Address with Contact Number
5. Permanent Address with Police Station
6. Whether the personnel on election duty has suffered \*permanent total disability (loss of limbs, eyes etc.) (Please specify).—
7. Whether the personnel on election duty has suffered "multiple fractures and grievous injuries caused by accident or any other means leading to temporary and prolonged incapacitation(please give details).—
8. Date and place of injury leading to permanent total disability/multiple fractures leading to temporary and prolonged incapacitation.
9. Detailed circumstances in which injury was sustained.
10. Whether any other grant has been sanctioned to the injured Personnel and if so, details thereof.
11. Was any other grant sanctioned to the injured Polling Personnel? if so, details thereof.

Place

Date

Signature of the applicant

(\* The details have to be covered in the report of the Medical Board and attested copy should be enclosed along with supporting documents)

**(for use of the Collector / Sub-Collector / Deputy Registrar of Cooperative Societies)**

- a) Summary Report of the Collector/Sub-Collector/Deputy Registrar of Co-operative Societies (including date of incident, details of incident, type of disability and whether such disability has rendered the person unfit for his present service)
- b) Recommendation of Collector / Sub-Collector / Deputy Registrar of Co-operative Societies any of these officers)

Signature of the Collector / Sub—Collector/  
 Deputy Registrar of Co-operative Societies, along  
 with Seal

**Documents to be submitted:**

1. Certificate from Collector/Sub-Collector/Deputy Registrar of Co-operative Societies that the applicant was on election duty along with appointment order of the person on such duty.
2. Certificate from SP in case of Police Personnel.
3. A Copy of FIR.
4. Report of Medical Board and other supporting documents