

No.CEA-12011/218/2025
Government of India
Ministry of Cooperation
Cooperative Election Authority

9th Floor, Tower-E, World Trade Centre,
Nauroji Nagar, New Delhi-110 029
Dated the / 5th September, 2025

Sub: - **Appointment of Observers to supervise the conduct of election of Multi-State Cooperative Societies subject to the general control and superintendence of the Cooperative Election Authority (CEA).**

The Cooperative Election Authority (CEA) has been entrusted with powers to appoint observers to supervise the election process and discharge all other prescribed functions u/s 45K (3) of MSCS Act. Accordingly, the following scheme is prescribed for appointment of Observers to discharge their functions as defined in section 20(A) of MSCS Act, 2002 (Amended).

2. Eligibility criteria to appoint observers

Any officer whether serving or retired of the Central Government, State Government or officer of the Cooperative Election Authority or Office of Central Registrar of Cooperative Societies or of Registrar of Cooperative Societies of states may be appointed as Observer. A panel of retired officers of Central Govt. or State Govts. with minimum 9 years of service in Group 'A' will be maintained by CEA. However, the CEA reserve the right to appoint any officer outside the panel keeping in view the need and sensitivity of elections of the multi-State co-operative society.

3. Functions of observers

Functions of Observers would include to supervise, direct and control the preparation of Electoral Rolls of the Society besides the functions envisaged in Rule 20(A) of MSCS Act (Amendment), 2023, which read as under.

"The functions of observers appointed by the Authority shall be to supervise the entire election process, and give directions to the Returning Officer and other officers, subject to general control and superintendence of the Authority, to ensure the smooth and fare conduct of elections of a Multi-State Co-operative Society."

4. Visit(s) by Observer

The following stages of elections are crucial requiring presence of Observer:

- i. Preparation of Electoral Rolls of the Society.
- ii. Scrutiny of Nomination or Re-Nomination.
- iii. Polling day or Re-Polling Day
- iv. Counting or Re-Counting.

Normally, there will be an actual requirement of two days or three days for Observer on each occasion in addition to journey period. The Observer may be appointed by CEA for one stage or more stages of elections keeping in view the requirement of elections of the particular society or on case-to-case basis.

5. Submission of Report by Observers

A Report will be submitted by the Observer covering aspects of (i) Details regarding the stage of election (like nomination for elections); (ii) Whether the election process was free and fair.

6. Payment to the observers for Boarding, Lodging & Travel

Reimbursement/Payment shall be made for boarding, lodging, and for travelling of the Observer. In case of serving central government officer, the expenditure is to debited by the organisation/Ministry/Department to which the officer belongs or, if required, by the CEA. Entitlement of boarding, lodging and travel will be in case of serving officer as per officers' entitlement to the post and in case of retired officer, the entitlement of boarding, lodging and travel will be based on the last pay drawn before retirement or position held. Payment may be made from the budget head of CEA.

7. Allowances

7.1 Lump sum allowance

Observer shall be paid an allowance of Rs.5,000/- (Rupees Five thousand only) per visit (may extend to two to three days) of election over and above boarding, lodging and TA/DA entitlement. Number of days shall be calculated as per TA/DA Rules of the Central or the State Government, to which officer belongs, as the case may be.


7.2. Travel

RO of the Society shall be responsible for facilitating the Observer's local journey and will also facilitate arranging boarding and lodging as per entitlements of the officer. Conveyance would be provided either by RO or Chief Executive of the society on reimbursement basis as per Central Govt. Rules.

8. Budget Head to be debited

For Payment of Allowances (as detailed in para '7.1' above)	For payment of TA/DA/Transport and all other expenses (as detailed in para '7.2' above)
Demand no. 16 2425-Cooperation 11-O/o Cooperative Election Authority (Ministry of Cooperation) 01-Establishment 110128-Professional Services	Demand no. 16 2425-Cooperation 11-O/o Cooperative Election Authority (Ministry of Cooperation) 01-Establishment 110111-Domestic Travel

9. The Observers, wherever required, will be appointed by the Cooperative Election Authority in terms of Rule 20A of the MSCS Rules.


(Devendra Kumar Singh)
Chairperson, CEA

To

1. Central Registrar of Cooperative Societies
2. PSO to the Secretary (Coop.), Ministry of Cooperation, Atal Akshay Urja Bhawan, Lodhi Road, New Delhi-110 003
3. PSO to the Addl. Secretary & Financial Advisor, Ministry of Cooperation, Atal Akshay Urja Bhawan, Lodhi Road, New Delhi-110 003
4. AS/FA with reference to the concurrence on the file no. CEA-12011/218/2025 dated 28.03.2025