

File no.CEA-12011/232/2025  
Government of India  
Ministry of Cooperation  
The Co-operative Election Authority

09<sup>th</sup> Floor, Tower E, World Trade Centre  
Nauroji Nagar, New Delhi -110029  
Dated: 25.3.2025

**ORDER**

**Sub: Appointment of "Returning Officer" and the "Election Programme" for Conduct of Election of the Visakhapatnam Cooperative Bank Limited, Visakhapatnam, Andhra Pradesh**

In exercise of the powers conferred by Section 45 K (1) of the Multi-State Co-operative Societies (MSCS) Act 2002, as amended by the MSCS amendment Act 2023 read with Rule 19F (a) of the MSCS Rules 2002, as amended with MSCS Rules in 2023, the Co-operative Election Authority hereby appoints **District Magistrate/Collector Visakhapatnam, Andhra Pradesh** as Returning Officer for conducting Elections as under:

<b><u>Elections of the Visakhapatnam Cooperative Bank Limited, Visakhapatnam, Andhra Pradesh</u></b>	
<b>Number of Board of Directors - 21</b>	<b>General-11, Depositor Category- 07, Women 2 &amp; SC/ST - 1</b>
<b>Office Bearers (2)</b>	<b>(i) Chairman -01 &amp; (ii) Vice Chairman- 01</b>

2. RO may submit proposal for appointment of adequate number of ARO
3. The Constituency shall be as per registered and approved Bye-Laws of the Society.
4. Further, in view of Rule 19(H)(2) of the MSCS Rules 2002 as amended in 2023 with MSCS Rules as 2023, the Election Programme for conducting election of the afore-mentioned Society is enclosed for further necessary action. RO is requested to ensure the election is conducted as per the MSCS Act, 2002 and Rules framed thereunder.
5. **Preparation of Member's List**: Returning Officer is requested to refer to Sec 29 of MSCS Act and Rule 19-I while publishing the list of eligible voters. The list of members should also be got posted on website of society. The list should be drawn as on 31<sup>st</sup> March of the year which is immediately preceding to the expiry of Board.

*R. Prasad*  
25.3.2025



6. **Disqualification for being a director:** While scrutinizing the nomination RO is requested to refer to Sec 29, 43 and 44 of MSCS Act and also Rules 19J, 19K and 19L of MSCS Rules (as amended time to time).

7. **Report to CEA on nomination:** RO to submit the list of final contesting candidate after withdrawal stage to CEA through e-mail.

8. **Prior approval of result of Board of Director:** After conduct of Elections of Board of Directors, the RO is mandated to submit the requisite details in Format 19 M (for members of the Board of Directors) under rule 19 M for seeking **prior approval** of the Co-operative Election Authority.

9. **Prior approval of result of Office Bearers:** After conduct of elections of Office Bearers, the RO shall submit the requisite details in Format 19-N for seeking **prior approval** of CEA before declaration of results.

10. **Display of Notification/orders on website of society:** Returning Officer shall ensure that the Society prominently displays the **List of Eligible Voters, Election Programme and Final List of the Contesting Candidates**, and other related important documents on the website of the Society for enabling free, fair and transparent elections.

11. **Submission of account of election expenses by the candidate:** The provisions of MSCS Rules 19(U), (V), (W), (X) relating to expenditure to be incurred by the candidate in connection with elections are annexed herewith. RO is requested that these may be posted on the Notice Board and a copy may also be supplied to the person filing the nomination.

12. Wide publicity be given for holding of Elections in terms of provision of the MSCS Act and the rules framed thereunder including advertisement in each state of operation. RO shall also issue a press release.

13. Instructions for filling-up of the Format- M and N have been appended below the Format M and N, the same should be scrupulously followed by the Returning Officer.

14. Copy of the election programme is attached.



By Order

*R. Manik*  
(Authorized Signatory) 25.3.20

To

District Collector/Magistrate Visakhapatnam  
Main Road, Krishna Nagar, Maharani Peta  
Visakhapatnam, Andhra Pradesh-550002  
Mail id – [collector\\_vspm@ap.gov.in](mailto:collector_vspm@ap.gov.in)



Copy to:

1. The Chief Executive Officer/Managing Director of the **Visakhapatnam Cooperative Bank Limited, Visakhapatnam, Andhra Pradesh, 47-3-27/3, 5<sup>th</sup> Lane, Dwarka Nagar, Visakhapatnam, Andhra Pradesh, Pin Code-530016**  
**Mail. Id- accounts@vcbl.in**

This may be ensured by C.E.O / M.D that the following documents must be uploaded on **Official Website of the Society.**

- i) List to be published as on 31.03.2025 on the website of the society as discussed in the meeting between CEA & Chairman of the society at New Delhi on 17 March 2025. .
- ii) Front page of website shall prominently display "Elections of BOD and Office bearers.
- iii) All members to vote for all contestant.
- iv) Order of CEA for appointment of Returning Officer and election programme.
- v) Notification issued by Returning Officer giving details of election schedule and details of constituency etc.
- vi) Provisional list of Members/Delegates who are eligible to vote.
- vii) Publication of final list of Members/Delegates who are eligible to vote.
- viii) List of nomination received by the Returning Officers constituency-wise.
- ix) List of nomination which has been rejected along with reasons for rejection.
- x) Publication of final list of contesting candidates.
- xi) Declaration of result of Board of Directors.
- xii) New Board of Directors and its Office Bearers.

2. The Registrar of Cooperative Societies, Govt. of Andhra Pradesh
3. The Central Registrar of Cooperative Societies. – for info please

*R. R. R. R.*  
28.3.2025



**19U. Account of election expenses.** — (1) Every candidate at an election shall keep a separate and correct account of all expenditure in connection with the election incurred or authorised by him between the date of the order calling the election and the date of declaration of the result thereof, both dates inclusive within the period of thirty days from the date of declaration of the result.

(2) The account shall contain such particulars as may be specified from time to time in addition to the particulars referred to in rule 19W.

(3) The total expenditure shall not exceed the amount as may be specified by the Authority from time to time.

(4) Every contesting candidate at an election shall lodge with the Returning Officer an account of his election expenses within the time and in the manner specified by the Authority from time to time.

**19V. Disqualification for failure to lodge account of election expenses.** — If the Authority, based on a report from the Returning Officer, is satisfied that a person has failed to lodge an account of election expenses within the time and in the manner specified in rule 19U and has no good reason or justification for such failure, the Authority shall, by order published in the Official Gazette, declare him to be disqualified for being elected as, and for being, a member of the board of any society, and any such person shall be disqualified for a period of three years from the date of the order.

**19W. Particulars of account of election expenses.** — (1) The account of election expenses to be kept by a candidate shall contain the following particulars in respect of each item of expenditure from day to day, namely: —

- (a) date on which the expenditure was incurred or authorised;
- (b) nature of the expenditure (as for example, travelling, postage or printing etc.);
- (c) amount of the expenditure: —
  - (i) amount paid;
  - (ii) amount outstanding;
- (d) date of payment;
- (e) name and address of the payee;
- (f) serial number of voucher, in the case of amount paid;
- (g) serial number of bills, if any, in case of amount outstanding;
- (h) name and address of the person to whom the amount outstanding is payable.

(2) All the vouchers shall be lodged along with the account of election expenses, arranged according to the date of payment and serially numbered by the candidate and such serial numbers shall be entered in the account under item (f) of sub-rule (1).

(3) It shall not be necessary to give the particulars mentioned in item (c) of sub-rule (1) in respect of items of expenditure, for which vouchers have not been obtained.

**19X. Notice by Returning Officer for inspection of accounts.** — The Returning Officer may, within two days from the date on which the account of election expenses has been lodged by a candidate, cause a notice to be affixed to his notice board, specifying—

- (a) the date on which the account has been lodged;
- (b) the name of the candidate; and
- (c) the time and place at which such account may be inspected



*R. K. Singh*  
28.3.2025



Ministry of Cooperation

Cooperative Election Authority

9<sup>th</sup> Floor, Tower-E, World Trade Centre  
Nauroji Nagar, New Delhi-110029

Issue Date 25.3.2025

**Election Program**

<b><u>General Information</u></b>	
Name of MSCS	Visakhapatnam Cooperative Bank Limited, Visakhapatnam, Andhra Pradesh
Registration Number & Date	MSCS/CR/1101/2014, dtd -18.09.2014
Returning Officer	District Collector & Magistrate Visakhapatnam
Number of Directors to be Elected	21 (General -11, Depositors Director- 07 Women – 02 & SC/ST - 01
Operation Area	Andhra Pradesh & Telangana
Regular Member/Delegate	110146/222 society & organization
Polling Booth	95 polling booth

**(A) Election Program for Board of Directors**

<b><u>Sl. No.</u></b>	<b><u>Particulars</u></b>	<b><u>Date</u></b>	<b><u>Remarks</u></b>
1.	Publication of Provisional List of Members/Delegates, Eligible to Vote	16 <sup>th</sup> June 2025 (Monday)	11:00 A.M.
2.	Time Window for Raising Objection to the Provisional List	17 <sup>th</sup> June 2025 To 21 <sup>st</sup> June 2025 (Tuesday to Saturday)	11:00 A.M. to 3:00 P.M. (Every Day)
3.	Scrutiny of objection received to be Provisional List (if any)	23 <sup>rd</sup> June 2025 To 24 <sup>th</sup> June 2025 (Monday to Tuesday)	11:00 A.M. to 03 P.M. (Every Day)
4.	Publication of Final List of Members/Delegates, Eligible to Vote	25 <sup>th</sup> June 2025 (Wednesday)	11:00 A.M.

*R. N. S. S.*



5.	Issue and Filling of Nomination Form	26 <sup>st</sup> June 2025 To 01 <sup>st</sup> July 2025 (Thursday to Tuesday)	11:00 AM to 3:00 PM (Every day)
6.	Publication of List of Nomination Received	01 <sup>st</sup> July 2025 (Tuesday)	5:00 P.M.
7.	Scrutiny of Received Nomination Forms	02 <sup>nd</sup> July 2025 (Wednesday)	11:00 A.M. to 3:00 P.M.
8.	Publication of List of Valid Nominations	02 <sup>nd</sup> July 2025 (Wednesday)	05:00 P.M.
9.	Withdrawal of Nominations	09 <sup>th</sup> July 2025 (Wednesday)	11:00 A.M. to 3:00 P.M.
10.	Publication of Final List of Contesting Candidates	09 <sup>th</sup> July 2025 (Wednesday)	5:00 P.M.
11.	Date of Polling, if Necessary	19 <sup>th</sup> July 2025 (Saturday)	08:00 A.M. to 04:00 P.M. and all those who have entered polling station at 04:00 P.M. or before should be allowed to cast vote.
12.	Counting of Vote	22 <sup>nd</sup> July 2025 (Tuesday)	08:00 A.M. onwards
13.	Declaration of Result of Board of Directors	24 <sup>th</sup> July 2025 (Thursday)	After approval of Cooperative Election Authority, New Delhi on Format 19 M

*R. S. Sharma*  
25.3.2025



**(B) Election Program of Office Bearers**

1.	Announcement of Election Schedule (i) Time window for filling Nomination (ii) Time Window for Withdrawal (iii) Display of list of Contesting Candidate & schedule of Election	28 <sup>th</sup> July 2025 (Monday)	After Declaration of Result of Board Members' result
2.	Meeting of Newly Constituted Board & Publication of List for Valid Nominations, Polling (if required)	29 <sup>th</sup> July 2025 (Tuesday)	11:00 AM Onwards
3.	Declaration of Result of Election of Office Bearers	After approval of Cooperative Election Authority, New Delhi on Format 19 N	

This issues with the approval of Cooperative Election Authority.



*R. P. Nanda*  
(Authorized Signatory) 28-3-2025