

CEA-12011/343/2025
Government of India
Ministry of Cooperation
The Co-operative Election Authority

09th Floor, Tower E, World Trade Centre
Nauroji Nagar, New Delhi -110029

Dated: 24th July, 2025
Election No.: 81 /2025-26

ORDER

Sub: Appointment of "Returning Officer" and the "Election Programme" for Conduct of Election of State Bank of India Supervising Staff Co-operative Credit Society Limited, J.C. Road, P.S.-Pirbahore, Sub-Division- Patna Sadar, Patna, Bihar-800001.

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, Patna** as Returning Officer for conducting Elections as under:

State Bank of India Supervising Staff Co-operative Credit Society Limited, J.C. Road, P.S.-Pirbahore, Sub-Division- Patna Sadar, Patna, Bihar-800001.			
Registration Number & date		MSCS/CR/1596/2025 dated 29.01.2025	
Name of Board of Directors(17)		General – 14	SC/ST - 01 Women - 02
Office Bearer (2)		(i) Chairman - 01	(ii) Vice Chairman - 01
Name & Contact of CEO		Arjit Bose/ 9431017633/arjitbose25@gmail.com	

2. RO is requested to ensure the election is conducted as per the MSCS Act, 2002 as amended by MSCS (Amendment) Act 2023 and Rules framed thereunder. In case any provision of Registered Bye-Laws of the Society is inconsistent with the provision of Act and Rules made thereunder, then provisions of the Act/Rules shall prevail over such inconsistent provision and decision taken by CEA in this regard shall be final.

3. RO may submit proposal for appointment of adequate number of ARO

4. The Constituency shall be as per registered and approved Bye-Laws of the Society. Every voter member has a right to elect all the directors individually.

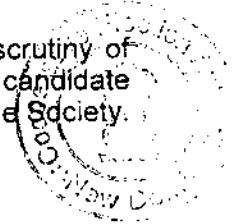
5. **Election Programme:** Election Programme from 8th September, 2025 to 17th October, 2025 is issued under Rule 19(H) (2), which is part of this order.

5.1 Returning Officer is requested to publish election programme accordingly and get it published in the newspaper circulated in the area of operation as required under Rule 19-I(3). Returning officer shall specify the date and time, place of receipt of nomination, and for all other stages of the election process clearly in the notification. Election Programme shall also be published on the notice board of the society and its branches for wider circulation to all members.

6. **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 should be drawn as on 31st March of the previous financial year which is immediately preceding to the election year. The list of members should also be got posted on website of society. Addition/deletion in the list can be done as per Rule 19I (1) thirty days prior to the date fixed for the poll.

7. **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).

8. **Report to CEA on nomination:** Returning Officer shall take up the scrutiny of nomination forms as per Section 19L and RO to submit the list of final contesting candidate after withdrawal stage to CEA through e-mail and publish it on the Website of the Society.



9. **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.

10. **Election of Office Bearers:** Returning Officer shall preside over the meeting for the purpose of election of Office Bearers as per Rule 19N(2) and 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.

11. **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 prominently on the right-hand top corner of website in a box under the heading of "ELECTION OF BOARD OF DIRECTORS & OFFICE BEARERS" for enabling free, fair and transparent elections.

12. **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. The format or account of election expenses shall be kept as per particulars provided in Rule 19 (W). These accounts should be submitted to Returning Officer within 30 days of declaration of result by Returning Officer after approval of CEA.

13. Wide publicity to be given for holding of Elections in terms of provision of the MSCS Act and the rules framed thereunder including advertisement in each state in the area of operation. Election Programme shall also be displayed on the Notice Board of the Society. RO shall also issue a press release.

14. 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.

15. **Payment of remuneration:** It is also requested to provide the requisite details about basic pay of RO and ARO and other polling officer in the enclosed Performa along with a copy of cancelled cheque & PAN Card to claim remuneration from the Society in connection with discharge of duties for conduct of election as RO/ARO/Polling personnel etc.

16. Copy of the Election Programme is attached as Annexure - 1.

Note: Role of Returning Officer in initiating Election Schedule: Returning Officer may please refer to Rule 19(H)(4) and Rule 19(I)(3) and ensure that intimation is sent under his signature regarding date, time and place of General Meeting(Polling) to each members of the society and such information can also be sent electronically, if possible.

17. As per DOP&T Office Memorandum F.No.11013/1/2016-Estt.A-III 27th February, 2020 and Under the rule 15(1)(c) of CCS (Conduct) Rules, 1964, the Central will obtain the details in may the take prior permission to contest the election. Returning Officer Annexure -II to accept or reject nomination filed by the Central Government Servant. 18.

18. This issues with the approval of Cooperative Election Authority.



By Order
Harinder

(Authorized Signatory)
For Cooperative Election Authority

To

District Collector/ Magistrate, Patna
RO of State Bank of India Supervising Staff Co-operative Credit Society Limited
Near Sipahi ghat, Muradpur, Patna, Bihar-800001
Contact: 0612-2219545 E-Mail ID -dm-patna.bih@nic.in

Copy to:

1. The Chief Executive Officer/Managing Director **State Bank of India Supervising Staff Co-operative Credit Society Limited**, J.C. Road, P.S.-Pirbahore, Sub-Division- Patna Sadar, Patna, Bihar-800001. Email:sbisupercoop@gmail.com Contact:9939683786

-with a request

- a) To deposit amount on account of remuneration payment for the conduct of election by RO/ARO and Polling Officer(s). Amount of remuneration to be as per order CEA-12011/84/2024 dated 03.06.2024 (copy enclosed). The requisite amount is to be deposited by the society in CEA's account titled Cooperative Election Authority as details below: -

Name of Account Holder	Cooperative Election Authority
Name of Bank	State Bank of India
Account Number	43320407875
IFCS Code	SBIN0001076
Name of Branch	R.K.Puram, New Delhi
Type of Account	Saving Account

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

- i. Order of CEA for appointment of Returning Officer and election programme.
 - ii. Notification issued by Returning Officer giving details of election schedule and details of constituency etc.
 - iii. Provisional list of Members/Delegates who are eligible to vote.
 - iv. Publication of final list of Members/Delegates who are eligible to vote.
 - v. List of nomination received by the Returning Officers constituency-wise.
 - vi. List of nomination which has been rejected along with reasons for rejection.
 - vii. Publication of final list of contesting candidates.
 - viii. Declaration of result of Board of Directors.
 - ix. New Board of Directors and its Office Bearers.
2. The Registrar of Cooperative Societies, Govt. of Bihar, 2nd Floor, Vikas Bhawan, New Secretariat, Patna, Bihar-800015
Contact: 0612-2215884 Email: rcspat-bih@gov.in
 3. NIC with a request to upload on CRCS Website.



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Ministry of Cooperation
The Co-operative Election Authority

09th Floor, Tower E, World Trade Centre
Nauroji Nagar, New Delhi -110029
Issue Date: 24.07.2025
Election no. 81 /2025-26

Election Program

Rule 19(H)(2)

Annexure to the letter No CEA-12011/343/2025 dated 24.07.2025

(A) General Information			
Name of MSCS	State Bank of India Supervising Staff Co-operative Credit Society Limited, J.C. Road, P.S.-Pirbahore, Sub-Division- Patna Sadar, Patna, Bihar-800001. Email:sbisupercoop@gmail.com Contact:9939683786		
Name & Contact of CEO	Arjit Bose, 9431017633, arjitbose25@gmail.com		
Registration Number	MSCS/CR/1596/2025 dated 29.01.2025		
Returning Officer	District Magistrate / Collector, Patna		
Post for which election being held	Board Member-17 (General-14, SC/ST-1 & Women-2)		
Area of Operation	Bihar and Jharkhand		
Regular Member	5085 Individual Members		
Polling Booth	7 Polling Booth in 7 Zones may be set up, if Polling is held.		
(B) Election program for Board of Directors			
SL. No.	Particulars	Date	Time
1	Publication of Provisional List of Members / Delegates, Eligible to Vote	8 th September, 2025 (Monday)	11:00 AM
2	Time Window for Raising Objection to the Provisional List	9 th September, 2025 to 12 th September, 2025 (Tuesday to Friday)	11:00 AM to 3:00 PM
3	Scrutiny of objection received to the Provisional List (if any)	15 th September, 2025 to 18 th September, 2025 (Monday to Thursday)	11:00 AM to 3:00 PM
4	Publication of Final List of Members / Delegates, Eligible to Vote	19 th September, 2025 (Friday)	11:00 AM
5	Issue and Filing of Nomination Form	20 th September, 2025 to 24 th September, 2025 (Saturday to Wednesday)	11:00 AM to 3:00 PM
6	Publication of List of Nominations Received	24 th September, 2025 (Wednesday)	5:00 PM
7	Scrutiny of Received Nomination Forms	26 th September, 2025 (Friday)	11:00 AM to 3:00 PM
8	Publication of List of Valid Nominations	26 th September, 2025 (Friday)	5:00 PM
9	Withdrawal of Nominations	3 rd October, 2025 (Friday)	11:00 AM to 3:00 PM



10	Publication of Final List of Contesting Candidates	3rd October, 2025 (Friday)	5:00 PM
11	Date of Polling, if Necessary	5 th October, 2025 (Sunday)	8:00 AM to 03:00 PM and all those who have entered polling station at 03:00 PM or before should be allowed to cast vote
12	Counting of votes	8 th October, 2025 (Wednesday)	08:00 AM Onwards
12A	Submission of Form 19M with recommendation for seeking approval of CEA before declaration of result of BOD	9 th October, 2025 (Thursday)	
13	Declaration of Result of Board of Directors	13 th October, 2025 (Monday)	After approval of Cooperative Election Authority, New Delhi on Format 19M
(C) Election Program of Office Bearer			
14	Announcement of Election Schedule	16 th October, 2025 (Thursday)	After Declaration of Result of Board Members' Election
	I. Time window for filing nomination	09:30 AM to 11:30 AM	
	II. Scrutiny of nomination papers	12:30 PM to 02:00 PM	
	III. Time and date for withdrawal	02.00 PM to 04.00 PM	
	IV. Display of list of the contesting candidate and schedule of election	04.00 PM	
15	Meeting of Newly Constituted Board & Publication of List for valid Nominations, Polling (if required)	17 th October, 2025 (Friday)	11:00 AM Onwards
16	Declaration of Result of Election of Office Bearers	After approval of Cooperative Election Authority, New Delhi on Format 19N	
17	RO submits the details of Basic Pay drawn in the month in which Election Programme is issued	After receipt of Order of appointment for RO and ARO	
18	The society may deposit an amount on account of remuneration payment for the conduct of election by RO/ARO and Polling Officer(s) in CEA Account	Before 4 th October, 2025 (Saturday)	

This issue with the approval of Cooperative Election Authority



Harinder

(Authorized Signatory)

For Cooperative Election Authority

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:-

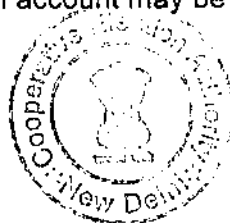
- (a) date on which the expenditure was incurred or authorised;
- (b) nature of the expenditure (as for example, travelling, postage or printing etc.);
- (c) amount of the expenditure: —
 - (i) amount paid;
 - (ii) amount outstanding;
- (d) date of payment;
- (e) name and address of the payee;
- (f) 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



Annexure-II**Annexure to the letter No. CEA-12011/343/2025 Dated: 24.07.2025**

i	Name & Membership No.			
ii	Whether he has held elected office prior to the present election (please tick)	Yes	No	NA
iii	Name of body/organisation Government where the Central servant held elective office			
iv	Whether permission of the Competent Authority has been taken to contest present election	Yes	No	
v	If answer to (iv) above is affirmative, then please annex a copy of prior permission			

Name in Capital Letter
(Signature of member contesting election)

Date:

Place:

