

No. CEA-12011/316/2025
Government of India
Ministry of Cooperation
Office of Co-operative Election Authority

9th Floor, Tower-E, World Trade Centre,
Nauroji Nagar, Delhi-110029
Dated: 04.09.2025
Election No. 103/2025-26

Order

Subject: Appointment of "Returning Officer" and "Election Program" for Conduct of Elections of Central Government Employees Consumer Cooperative Society Limited (Kendriya Bhandar), Pushpa Bhawan, Madangir Road, New Delhi-110062 - Reg.

In exercise of the powers conferred by Section 45 K (1) of the Multi-State Cooperative 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 Rule in 2023, the Cooperative Election Authority hereby appoints District Magistrate South West Delhi as Returning Officer for conducting Elections as under:

Central Government Employees Consumer Cooperative Society Limited (Kendriya Bhandar), Pushpa Bhawan, Madangir Road, New Delhi-110062 Email –mdoffice@kendriyabhandar.org	
Registration Number & date	MSCS/CR/110/2000 dated 08.09.2000
Number of Directors to be elected	One (1) Board of Director
Name and Contact of MD/CEO	Dr. Mukesh Kumar. Phone – 290537802. Email –mdoffice@kendriyabhandar.org

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 in-consistent provision and decision taken by CEA in this regard shall be final.

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

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 15th September, 2025 to 17th October, 2025 is issued under Rule 19(H) (2), which is part of this order.

6. **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 member of the society and such information can also be sent electronically, if possible

7. **Issue of election notice under the signature of Returning Officer:** 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.

8. **Publication of election programme on website of the society:** Returning Officer is requested to publish election programme on the website of the society.

9. **Publication of election notice in the newspapers:** Returning Officer is requested to publish election notice in the newspaper circulated in the area of operation as required under Rule 19-I (3).

9.1. **Returning Officer is requested to send the newspaper cutting to the CEA.**

10. 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.

11. **Preparation of Members' 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. Addition/deletion in the list can be done as per Rule 19I (1) thirty days prior to the date fixed for the poll. The list of members should also be got posted on website of society

12. **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).

13. **Report to CEA on nomination:** Returning Officer is requested to send the list of candidates with the details- (i) filed nominations (ii) rejected nominations with reasons (iii) withdrawal of nominations and (iv) valid nomination with reference to the number of post of directors to CEA through e-mail and publish it on the Website of the Society.

14. **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 along with a report (for members of the Board of Directors) under rule 19 M for seeking **prior approval** of the Co-operative Election Authority.

15. **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"** for enabling free, fair and transparent elections.

16. **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.

17. Instructions for filling-up of the Format- 19M has been appended below the Format 19M, the same should be scrupulously followed by the Returning Officer. **[Annexure-II]**

18. **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 Proforma 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. **(Annexure-III)**

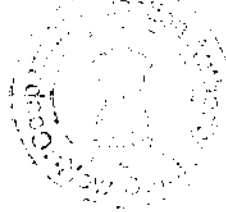
19. Copy of the Election Programme is attached as **Annexure - I**.

20. Guidelines for Central Govt. Employees: As per DOP&T Office Memorandum F.No.11013/1/2016-Estt.A-III dated 27th February, 2020 Government employee Under the rule 15(1)(c) of CCS (Conduct) Rules, 1964, R.O will obtain the details of contesting Central Government employees as to whether prior permission to contest election has been taken from the Central Government, as per enclosed proforma **Annexure-IV** to accept or reject nomination filed by the Central Government Servant.

22. A Checklist for Returning Officer is attached at **Annexure-V** for monitoring the election process.



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



By Order
Harinder
(Authorized Signatory)
For Cooperative Election Authority

To,

District Magistrate South West Delhi & RO of
Central Government Employees Consumer Cooperative
Society Limited (Kendriya Bhandar)
Group Housing Society Limited
DC Office South West,
Old Terminal Tax Building
Kapashera, Delhi-110037
Contact: 011 2506 9484
E-Mail ID – dcsw@nic.in

Copy to:

1. MD, Central Government Employees Consumer Cooperative Society Limited (Kendriya Bhandar), Pushpa Bhawan, Madangir Road, New Delhi-110062. Email = mdoffice@kendriyabhandar.org Phone – 290537802.

– 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
IFSC 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, Old Court Building, parliament street, New Delhi-110001. 6Email- rcoop@nic.in
 3. NIC with a request to upload on CRCS web site.

Annexure-I

No. CEA-12011/316/2025
Government of India
Ministry of Cooperation
Office of Co-operative Election Authority

9th Floor, Tower-E, World Trade Center,
Nauroji Nagar, Delhi-110029
Dated: 04.09.2025
Election No.103/2025-26

Election Program
{As per Rule 19H (2)}

Attachment to the letter No. CEA-12011/316/2025 Dated:26.08.2025 for conduct of election:

(A) General Information			
Name of MSCS	Central Government Employees Consumer Cooperative Society Limited (Kendriya Bhandar), Pushpa Bhawan, Madangir Road, New Delhi-110062 Email –mdoffice@kendriyabhandar.org		
Registration Number & date	MSCS/CR/110/2000 dated 08.09.2000		
Returning Officer	District Magistrate, South West Delhi.		
Number of Directors to be elected (Casual Vacancy)	One (1) Board of Director		
Operation Area	Union of India		
Regular Member/Delegate	8356 Regular Members / 74 Elected Delegate		
Polling Booth	One polling booth may be set up at Head Office, Delhi, if polling is held.		
Name and Contact of MD/CEO	Dr. Mukesh Kumar. Phone – 290537802. Email –mdoffice@kendriyabhandar.org		
(A) Election Program for Board of Directors			
S.No.	Particular	Date	Time
1	Publication of Provisional List of Delegates, eligible	15 th September, 2025 (Monday)	11:00 AM
2	Time Window for Raising Objection to the List of Delegate	16 th September, 2025 to 19 th September, 2025 (Tuesday to Friday)	11:00 AM to 3:00 PM (Every Day)
3	Scrutiny of objection received to the Provisional List (if any)	22 nd September, 2025 to 25 th September, 2025 (Monday to Thursday)	11:00 AM to 3:00 PM (Every Day)
4	Publication of Final List of Delegates Eligible to Vote	25 th September, 2025 (Thursday)	3:00 PM
5	Issue and Filing of Nomination Form	26 th September, 2025 to 30 th September, 2025 (Friday to Tuesday)	11:00 AM to 3:00 PM (Every Day)
6	Publication of list of Nominations received	30 th September, 2025 (Tuesday)	5:00 PM
7	Scrutiny of received Nomination Forms	3 rd October, 2025 (Friday)	11:00 AM to 3:00 PM
8	Publication of list of Valid Nominations	3 rd October, 2025 (Friday)	5:00 PM

9	Withdrawal of Nominations	6 th October, 2025 (Monday)	11:00 AM to 3:00 PM
10	Publication of Final list of Contesting Candidates	6 th October, 2025 (Monday)	5:00 PM
11	Date of Polling, if Necessary	14 th October, 2025 (Tuesday)	08:00 AM to 04:00 PM & all those who have entered polling station at 04:00 PM or before should be allowed to cast vote.
12	Counting of votes	14 th October, 2025 (Tuesday)	Immediate after polling
12A	Submission of Form 19M with recommendation for seeking approval of CEA before declaration of result of BOD	15 th October, 2025 (Wednesday)	
13	Declaration of Result of Board of Directors	17 th October, 2025 (Friday)	After approval of Cooperative Election Authority, New Delhi on Format 19M

This issue with the approval of Co-operative 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.