

No. CEA-12011/23/2023
Government of India
Ministry of Cooperation
The Co-operative Election Authority

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

Dated: 11th August, 2026
Election No. E-52/2026-27

ORDER

Sub: Appointment of "Returning Officer" and the "Election Programme" for Conduct of Election of three Casual vacancy in the Board of Directors of "Indian Farmers Fertiliser Cooperative Limited (IFFCO) - reg.

1. The Cooperative Election Authority has been established under Section 45 of the MSCS Act, 2002 (as amended in 2023). As per Section 45-I of the said Act, the Authority discharges the following functions: -

- Conduct of elections of the multi-state cooperative society;
- Supervise, direct and control the matters relating to preparation of electoral rolls; and
- Such other functions as may be prescribed.

2. Accordingly, 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, South-East Delhi** as Returning Officer for conducting Elections of the society as per details in subsequent paras.

3. The detailed election programme for filling up casual vacancy is as under: -

Election Program
{Rule 19H (2)}

A. General Information	
1	Name of MSCS
2	Registration No.
3	Returning Officer
4	Filling of casual vacancy in Board of Directors to be Elected

Indian Farmers Fertilisers Cooperative Limited – reg., IFFCO sadan, C-1, District Centre, Saket, New Delhi.
CR-1/1967
District Magistrate / Collector, South East Delhi
3 Casual vacancies in the Board of Director in constituency No XIV, caused by
i. Shri. Mukul Kumar, IAS, Representative of HAFED, Haryana
ii. Shri. Alok Kumar Singh, IAS, Representative of M.P. Marketing Federation
iii. Shri. Sudhansh Pant, Rajasthan Marketing Federation, IAS

5	Operational Area	Whole of India
6	Detail of Constituency (as per Bye-law 34 (i))	The constituency under Bye-law 34 (i) have Eight directors to be elected from the direct delegates of the Cooperative Marketing Federations i. Having share capital not less than 2 Crore and sales of IFFCO fertilizers by such federations is not less than average 2 Lakh metric tons per annum or equivalent. Value and product of services during the five-year term immediately preceding the elections years of the Director. Or ii. In case there are less than eight such delegates of the Cooperative Marketing Federations (not fulfilling the criteria as in (i) above) then the remaining positions fallen short of eight will be filled in by elections from the federations who fulfils either of the criteria i.e. having share capital not less than 2 crores or have sold IFFCO's fertilisers which is not less than average of 2 Lakh metric tons per annum or equivalent. Value and product of services during the five-year term immediately preceding the elections years of the Director

7	Polling Booth	One polling booth to be set up at Registered office/HQ, Delhi or as decided by RO
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8	CEO/MD contact details	CEO/MD	Mobile No	Email Id.
		Sh. K J Patel	9937238366	mdoffice@iffco.in

The Returning Officer is requested to publish election notice in the newspaper circulated in the area of operation as required under Rule 19-I (3) and to publish election programme on the website of the society.

RO should publish the list of eligible voters on the website and display on the notice board as on 31.07.2026.

The members-organization who have not paid annual subscription if they pay before finalization of voters list shall be eligible to cast vote.

Fresh resolution is required for each delegate and the date of resolution should be after the date of issue of this Election Programme.

B. Program for seeking names of Delegates

SL. No.	Particulars	<u>Date</u>
1	Handing over of List of Member-organization by Chief Executive/MD to RO	22nd September, 2026 (Tuesday)
2	Publication of List of Members-organizations by RO on notice board and on website of the Society	On or Before 23rd September, 2026 (Wednesday)
3	Sending of letters to member-organization by RO	On or before 25th September, 2026 (Friday)

	requesting them to send names of delegates	
4	Last date of receiving of resolution of delegates from member-organization societies by RO	2nd November, 2026 (Monday)
5	Examination/Verification of documents of delegates received under Rule 19H(5), Rule 19H(6) & Rule 19H(7) and Section 38(3)	3rd, November, 2026 (Tuesday)

Note: Returning Officer must ensure:

(i) Receipt of proforma of delegate/representative from Member societies in the Proforma Annexed at-X

(ii) Proforma to be accompanied by a FRESH RESOLUTION of the Member Societies. Fresh resolution means that resolution of the Board of Directors nominating representative from Member Societies should be dated post the date of issue of this order.

(iii) Proforma to be submitted by the Member societies to the Returning Officer [under Section 38(3) of MSCS Act] and under Rule 19H(5), 19H(6) & 19H(7) of MSCS Rules recommending the name of delegate of General Body (refer Annexure-4 of Handbook for preparation of Voter List) along with original resolution of the Board

(iv) The nomination of the delegate should be of the Chairperson or President or Chief Executive or a duly authorized member of the Board and in case of organizations/member-societies, who are under Administrator should be of Administrator himself/herself or of Chief Executive by whatever name he is called. A certificate should be given that the Chief Executive (if other than Managing Director) carries a particular designation and had been approved by the Board of the Directors of the member-organizations. Chief Executive should be employee of the society (Section 51 of the MSCS Act, 2002).

C. Election program for Casual Vacancy in Board of Directors

1	Publication of Provisional List of Delegates eligible to Vote on website and notice board	6th November,,2026 (Friday)	By Evening
2	Time Window for Raising Objection to the Provisional List	9th to 11th November, 2026 (Monday to Wednesday)	11:00 AM to 3:00 PM
3	Scrutiny of objection received to the Provisional List (if any)	12th to 13th November, 2026 (Thursday -Friday)	11:00 AM to 3:00 PM
4	Publication of final list of Members/Delegates, eligible to vote on website & notice board	13th November 2026 (Friday)	By Evening
5	Issue and Filing of Nomination Form	16 th to 19th November, 2026 (Monday to Thursday)	11:00 AM to 3:00 PM
6	Display of nominations on website and notice	19 th November, 2026 (Thursday)	By Evening

	board received by Returning Officer.		
7	Scrutiny of Received Nomination Forms	20 th November, 2026 (Friday)	Till Completion of Scrutiny
8	Publication of List of Valid Nominations	20 th November, 2026 (Friday)	After completion of Scrutiny
9	Withdrawal of Nominations	23 rd November, 2026 (Monday)	11:00 AM to 3:00 PM
10	Publication of Final List of Contesting Candidates	23 rd November, 2026 (Monday)	By Evening
11	Date of Polling, if Necessary	30 th November, 2026 (Monday)	8:00 AM to 04:00 PM and all those who have entered polling station at 04 PM or before should be allowed to cast vote
12	Counting of votes	30 th November, 2026 (Monday)	Immediately after polling
13	Submission of Form 19M with recommendation for seeking approval of CEA before declaration of result of Governing Council	1 st December, 2026 (Tuesday)	
14	Declaration of Result of Directors	On or before 8 th Dec, 2026 (Tuesday)	

Note: Chief Executive shall also provide the details of the Directors, who absented themselves in three consecutive Board meetings. (this is required for filing nomination as Director)

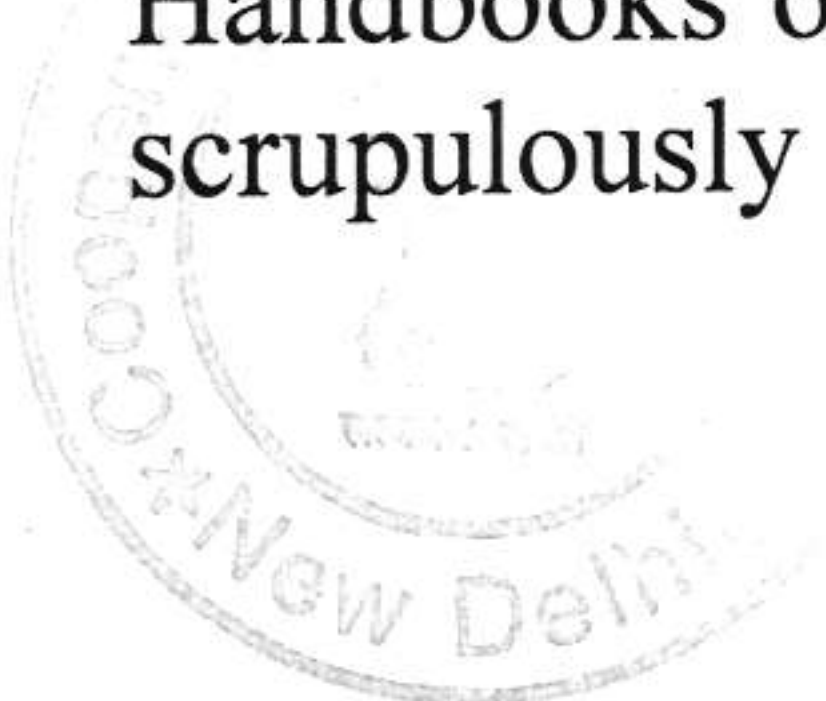
4. Detailed relevant important instructions on conduct of elections are attached at **Annexure-I**.

5. 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.

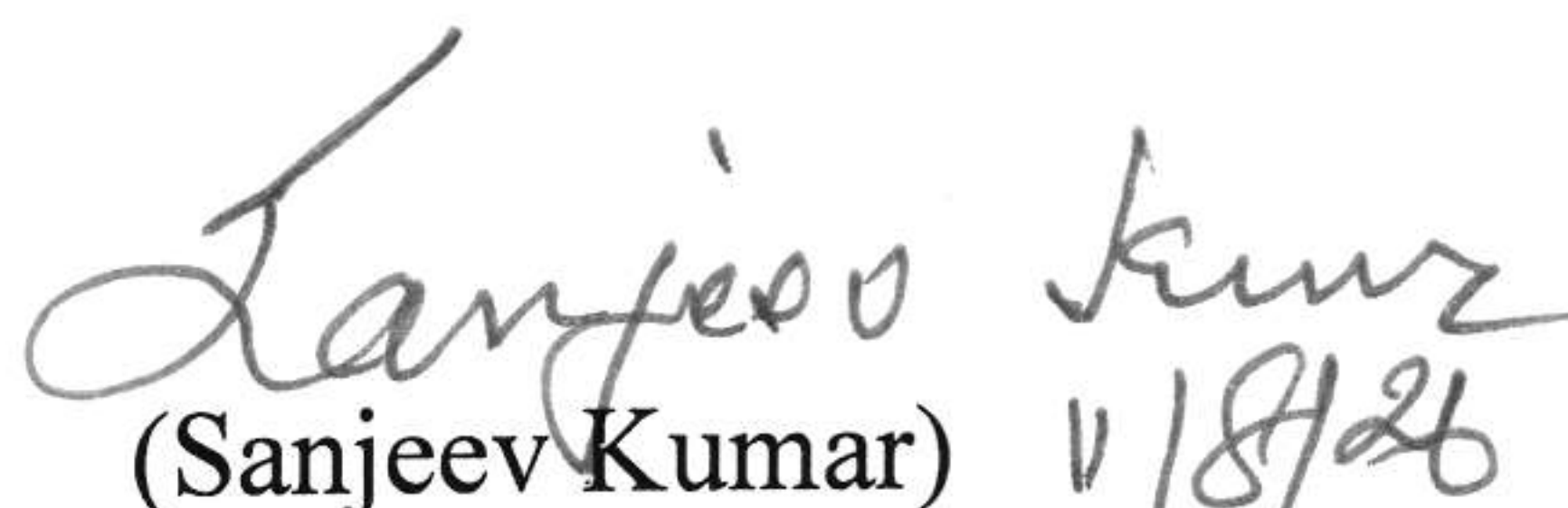
6. RO is advised to go through the documents meant for conduct of election- namely (i) **Preparation of member list**, (ii) **Preparation of voter list**, (iii) **Guidelines relating for seeking prior approval of Board of Directors and Office Bearers** and (iv) **Manual of instruction on use of Ballot Paper**. These documents are available on the website <https://cres.gov.in> under the heading: **"Cooperative Election Authority"**. Instructions contained in these documents must be followed in letter and spirit so as to ensure free and fair election.

7. Handbook of RO for (i) Preparation of Member list November, 2025 (ii) Preparation of Voter list, December, 2025, (iii) Manual of instruction on use of Ballot Paper are also enclosed as **Annexure- VI, Annexure-VII & Annexure-VIII** respectively.

8. Instructions for filling-up of the Format- 19M (for seeking prior approval of Board result) and 19N (for seeking prior approval of Office Bearers) have been contained in Handbooks of Returning Officer- Seeking prior approval of result of election, this should be scrupulously followed by the Returning Officer. (**Annexure-IX**)



9. RO may submit proposal for appointment of adequate number of AROs.
10. **The Constituency shall be as per registered and approved Bye-Laws of the Society. Eligible voter shall cast vote as per Bye-Laws.**
11. A Checklist for RO is attached for monitoring the election process and recording various important information and details (**Annexure-II**)
12. This issues with the approval of Cooperative Election Authority.


 (Sanjeev Kumar)
 Director
 Ph. No. 011-20909033

To,
 District Collector / Magistrate, South Delhi
 Email – dcsouth@nic.in

Copy to:

1 The Managing Director, **Indian Farmers Fertilisers Cooperative Ltd (IFFCO), Shri K J Patel- mdoffice@iffco.in**

I To meet the RO and brief him about the society and get issued the election notice under the signature of the RO and get it published in the area of operation of the Society.

- a. 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 in the concerned constituency.
 - iv. Publication of final list of Members/Delegates who are eligible to vote.
 - v. List of nomination received by the Returning Officer for the concerned constituency.
 - 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. Election Notice under signature of RO to be published in newspapers by CEO.
- b. 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 F.No.4-11/2025/CEA dated 16.10.2025 (**Annex-IV**). 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

II. MD, IFFCO w.r.t his earlier letter date 21.01.2026 responding to the Directions of the Authority conveyed vide letter of even no. dated 30-12-2025 regarding required amendments in bye-laws of the society, has to the status of action taken in compliance thereof.

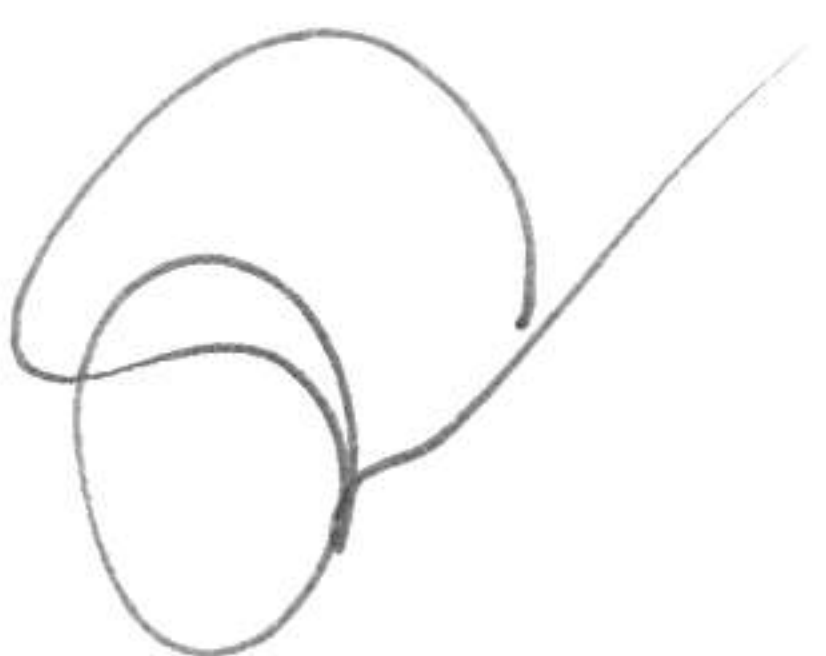
2. The Registrar of Cooperative Societies, Govt. of Maharashtra
3. The Central Registrar of Cooperative Societies, – for information
4. NIC with a request to upload on (www.crcs.gov.in).



Important Instructions

The following instructions are part of the order dated 11.08.2026. RO shall follow these instructions in letter and spirit so as to ensure free and fair conduct of election.

1. **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
2. **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.
3. **Publication of election programme on website of the society:** Returning Officer is requested to publish election programme on the website of the society.
4. **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).
 - 4.1. **Returning Officer is requested to send the newspaper cutting to the CEA.**
5. 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 to ensure wide publicity about the election of the society
6. **Preparation of Delegate List:** Returning Officer is requested to refer to Rule 19H (5), (6) & (7) of MSCS Rule. Member societies to send representatives for Multi-State Cooperative Society (MSCS) elections. A society may nominate its Chairperson, Chief Executive Officer, or an authorized Board member to act as a delegate; however, if an Administrator is in place, only the Administrator or CEO may represent the society. The process requires a Fresh Board resolution for every specific election, meaning separate resolutions are mandatory if a society is participating in multiple concurrent elections. This resolution, along with the required proforma (Annexure-4) as specified in Handbook for Voter List and along with a cover letter (Annexure-5) as specified in Handbook for Voter List, must be submitted to the Returning Officer (RO) at least 21 days before the General Meeting. The RO compiles after examination and publishes a provisional list of these delegates on the society's notice board and website to ensure transparency. [Refer Handbook of Returning Officer, preparation of Voter List, December, 2025].
7. **Preparation of Members' List:** Returning Officer is requested to refer to Sec 29 of MSCS Act. The member's list should be drawn as on 31st March of the previous financial year which is immediately preceding to the election year.
8. **Preparation of Voters List:** Returning Officer is requested to refer Rule 19-I while publishing the list of eligible voters and to refer the Handbook of Returning Officer, preparation of Voter List, December, 2025 while publishing the list of eligible voters. Addition/deletion in the list can be done as per Rule 19I (1) thirty days prior to the date fixed for the date of poll. The list of members should also be got posted on website of society.



8.1. The documents received from Member Societies of delegates should be carefully examined by RO/ARO. A delegate cannot file nomination in two group of the constituencies. Each delegate shall have one vote.

9. **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).

10. **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.

11. **Prior approval of result of Board of Directors in the Governing Council:** After conduct of Elections of Governing Council, 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.

12. **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 GOVERNING COUNCIL "** for enabling free, fair and transparent elections.

13. **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.

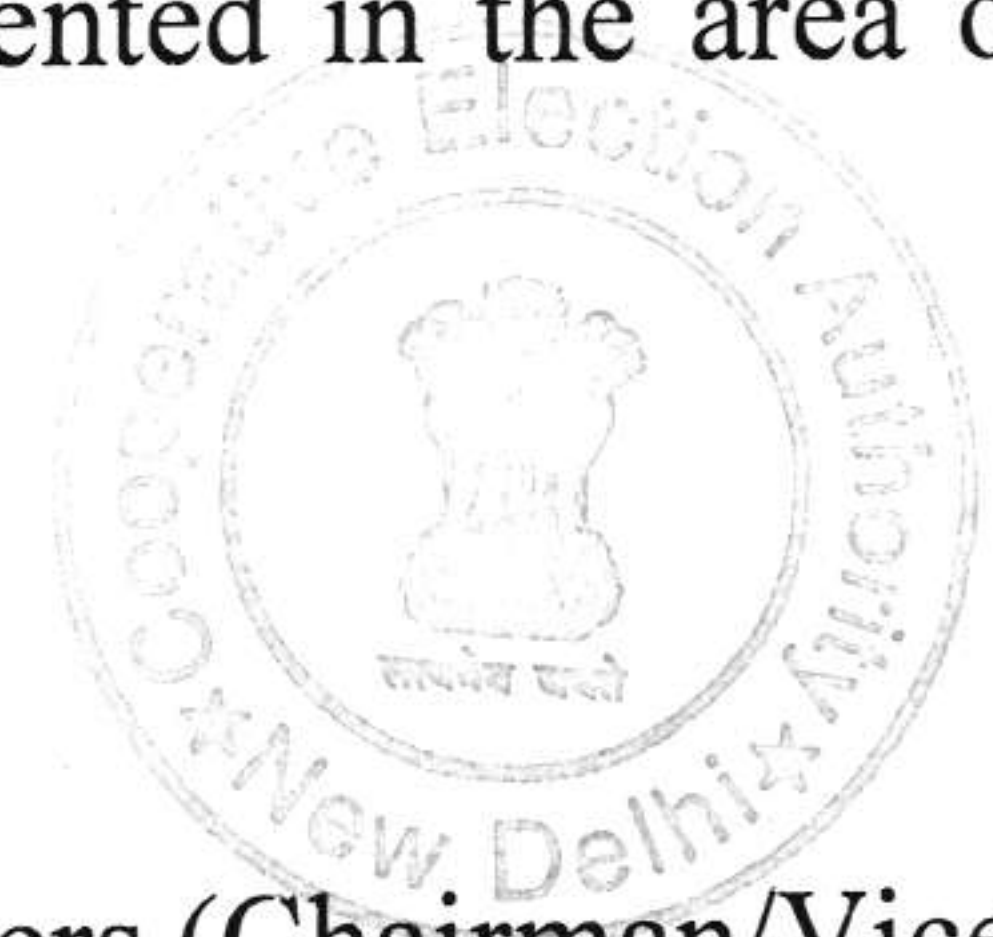
14. **Payment of remuneration:** It is also requested to provide the requisite details about RO and ARO and other polling officer in the enclosed Proforma (**Annex-III**) along with a copy of cancelled cheque & PAN Number/Card to claim remuneration from the Society in connection with discharge of duties for conduct of election as RO/ARO/Polling personnel etc. The rates of remuneration for conduct of election is as per the office order dated 16.10.2025.

15. **Code of Conduct:** The Authority in exercise of the powers conferred by Section 45 L of the Multi-State Co-operative Societies (MSCS) Act 2002, read with Rule 19F (c) of the MSCS Rules 2002, has decided to enforce the following code of conduct on multi-state cooperative societies whose election is being conducted, to be implemented in the area of operation of MSCS, as under:

a. **Use of Vehicle of the Society during election period**

Society's vehicle which has been allotted/provided to Office Bearers (Chairman/Vice-Chairman or President/Vice-President) should not use for canvassing/election related purposes.

These instructions will apply for a period of 30 days i.e. 30 days prior to date of polling.



b. Convening of Board meeting during election period

Meeting of Board of Directors (BOD) of the society whose election are being conducted may be convened in respect of all agenda items except agenda which influence voting by members and election outcome in the said elections.

CEO may take prior approval of the Returning Officer about the agenda items to be placed in the Board in respect of meetings of Board of Directors held 30 days prior to date of poll.

16. RO may note the provision relating to Accounts of election expenses (Rule 19U), Particulars of account of election expenses (Rule 19W) and notice by RO for inspection of accounts (Rule 19X) and submit the details to CEA within 30 days of declaration of result.

Seal:

Date:

11/8/2026



Sanjeev Kumar

(Sanjeev Kumar)

Director-CEA

Phone No.: 011-20909039

