



TAMIL NADU STATE CO-OPERATIVE
SOCIETIES ELECTION COMMISSION
CHENNAI - 600 004

CO-OPERATIVE ELECTION

*Compendium of
Instructions and Guidelines
Volume - II
(2014-2015)*

TAMIL NADU STATE CO-OPERATIVE SOCIETIES ELECTION COMMISSION



**M.R.MOHAN, I.A.S., (Retd.)
COMMISSIONER**

**TAMIL NADU STATE CO-OPERATIVE
SOCIETIES ELECTION COMMISSION,
CHENNAI – 600 018.**

Preface

The Commission, encouraged by the support, appreciation and reception from all concerned for its publication 'Compendium of Instructions and guidelines' containing circulars issued by the Commission up to 2013, in the conduct of election to Co-operatives belonging to various departments, is now bringing out this 'Compendium of Instructions and Guidelines - 2014 & 2015'.

Everyone knows that Co-operative Election is continuous and non-stop. Subsequent to the en-masse election in 2013 for 21,027 societies, elections for 11696 vacancies in 3683 societies including 1983 newly registered and restored societies, have since been conducted by the Commission up to 2015. This necessitated the further issuance of circulars and guidelines.

The Commission earnestly hopes that this Compendium, as the previous one, will also be of much use to all the officials involved in the lawful conduct of co-operative election in a free, fair and orderly manner.

The Commission also wishes to acknowledge, with a deep sense of gratitude, the constant support extended to the Commission by the Chief Secretary, Secretary to Government, Co-operation, Food and Consumer Protection Department and other Secretaries to Government having Co-operatives, the Registrar of Co-operative Societies, Functional Registrars, Director General of Police, District Collectors, Superintendents of Police and all other officers concerned, in the conduct of election, as mandated to the Commission.

The Commission is thankful to the Tamil Nadu Co-operative Union in bringing out this publication.

Date:17-06-2016


(M.R. MOHAN)

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TamilNadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd.)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
273, Anna Salai,
Teynampet, Chennai – 18.

To
All State Election Officers.

Rc.No.5477/2013/CE5

Dated: 31.01.2014

Sir,

Sub: Election – Conduct of Election of Members and Office Bearers of the Boards of Co-operative Societies in the State – Request for clarifications on certain matters – The Constitution of Interim Board by liquidators – Regarding.

The Commission wishes to bring to your kind notice that some State Election Officers through some communication and also during the recently held meeting of the State Election Officers solicited some instructions, clarifications and guidelines from the Commission on certain matters which, interalia, include the following:

- (1) Sending, receiving and accepting resignations of Members and Office Bearers (President & Vice President) of the Board of a Co-operative Society.
- (2) Resignation of all Members including the President & Vice President of the Board of a Co-operative Society.
- (3) Expulsion and Removal of Members and Office Bearers (President & Vice President) of the Board of a Co-operative Society.
- (4) Elected Members / Board fails to enter or prevented from entering
- (5) Stalemate in the functioning of the Board
- (6) Continuing the Administrator beyond the period as stipulated under the Tamil Nadu Co-operative Societies Act, 1983
- (7) Appointing an Administrator or any other designated person to manage the affairs of the society till such time the stalemate is cleared and the already constituted Board Commences its normal function
- (8) Acceptance of Resignation by District Election Officers**
- (9) On restoration of a society ordered to be wound up, handing over the management by the liquidator to an Interim Board**

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In general the Commission wants to make it clear that, as all the Officer are already aware, the Commission is for the **Superintendence, Direction and Control of the preparation of electoral rolls for, and conduct of election to a Co-operative Society** as provided under section 33(11)(b) (Constitution of the Board) of the Tamil Nadu Co-operative Societies Act, 1983 with powers and function as laid down under rule 52, 52A and 53 of the Tamil Nadu Co-operative Societies Rules, 1988, and that the Commission will commence proceedings under Rules 52(1)(a) & (b) of the rules for the conduct of elections for any vacancies that may arise in a society and as reported by the society.

Points (1) to (7)

The Commission therefore observes that the points raised, under (1) to (7) above are matters related to the **post constitution of the Board** of a society and are purely within the administrative domain of the Several Registrars of Co-operative Societies and therefore do not require any instructions, guidelines or clarification from the Commission.

Point – (8)

Regarding the point under (8), the Commission desires to say categorically that the District Election Officers have no role and nothing to do with any of the processes connected with the resignation of Members and Office Bearers of the Board of a Co-operative.

Point – (9)

As regards point (9), the Commission wants to state that though the subject – ‘restoration of a society ordered to be wound-up under section 142 of the Act’ – does not fall within the purview of the commission it considers that it is absolutely necessary and is duty bound to clarify, since the matter of constitution of the board of a society under section 33, through the conduct of election, is the prerogative of the Commission, as mandated under section 33(11)(b) and read with section 33-A(1) of the Act.

For an easy and immediate reference, section 142 of the Act is reproduced here under:-

Section 142: (Restoration of society ordered to be woundup:-)

*“Where, in the opinion of the Registrar, a registered society which has been ordered to be wound-up, may be restored to a board constituted in accordance with the provisions of this Act, the rules and the bye-laws, he may, at any time before the affairs of the society have been completely wound-up, cancel or withdraw the order of winding-up in consultation with the board of the financing bank and **direct the Liquidator to constitute a board in accordance with the provisions of this Act, the Rules and the bye-laws and hand over the management of the registered society to such board**”.*

A careful and close reading of the said section clearly shows that the Registrar, under section 142 may direct **the Liquidator to constitute a board in accordance with the provisions of the Act, Rules and bylaws and hand over the management of the society to such board. And as such, there is no mandate for the constitution of an interim board** either by the Liquidator or by the Registrar and handing over the management **to such an interim board.**

It may also be noted here, that the fourth proviso to sub section (1) of section 33 provides for the constitution of interim board in certain circumstances and which says:-

“In the case of a society registered after the commencement of this Act, the persons who have signed the application to register that society may constitute an interim board to conduct the affairs of that society”.

In such a scenario, the restoration under section 142 of the act does not also fit into the above said criteria, classification and category, in as much as, a society ordered to be wound up is distinctly different from that of a newly registered society.

And it is therefore very much clear and certain that the management of a society ordered to be wound up under section 142 of the act **cannot be entrusted to any interim board but only to a board constituted through the conduct of election as per the provisions of the Act** ie., as per section 33 of the Act.

The Commission therefore desires all the State Election Officers who are also “The Registrar” under section 3 read with section 2(23) of the Act to examine carefully the issue of **constitution of an interim board** wherever required and act accordingly.

(Sd./-)

Commissioner

Copy to:-

- 1) All the Observers
- 2) All the District Election Officers.

Dear Thiru.,

Sub : Tamil Nadu State Co-operative Societies Election Commission – Non – Assumption of charge by the Elected Board of Management – Particulars – Called for – Regarding.

It has been brought to the notice of the Commission that there are cases of Non – Assumption of charges by the Elected Board of Management in certain Co-operative Societies and also cases of non-attending of Board meetings by some Board of Directors since their Election as Board of Directors. As Non-Assumption of charges by the Elected Board of Management will defeat the very purpose of Democratising the Co-operatives by Conducting of Elections, I request you to analyse such cases, sort out problems if any and settle issues and ensure that they assume charge without further loss time. I also wish to bring to your kind notice that according to Sub-Section (2) of Section 34 of Tamil Nadu Co-operative Societies Act 1983 that non-attending of board meetings by the elected Board of Directors Consecutively for four board meetings shall attract disqualification and such board of directors shall cease to hold office. I therefore request you to bring this legal position to the notice of all the Elected Board of Directors through your District Election Officers and then through the Co-operative Societies themselves and ensure removal of such board of directors who are wantonly absenting themselves from attending the board meetings by pursuing suitable legal action by the board and arrange to report such casual vacancies for conducting of election to fill up these casual vacancies at the earliest. I request you to ensure that the democratically elected board of directors realise their responsibilities and Co-operate with the head of the Elected Board of Management in running the affairs of the Co-operative Society smoothly. I request you to report the action taken in this regard besides sending a status report about cases of non-assumption of charges by the elected board of management and wanton cases of non-attending of board meetings by the elected Board of Directors consecutively for more than four times in Co-operative Societies under your functional control.

Yours Sincerely,

(Sd./-)

(M. R. MOHAN)

To

Thiru.....,
Registrar of Co-operative Societies / Functional Registrar / State Election Officers

Dear Thiru.,

Sub : Tamil Nadu State Co-operative Societies Election Commission – Conducting of Election to Co-operatives – Sending of Election related communications by the District Election Officers – Instructions – Issued.

The State Election Officers are well aware of the various provisions contained in Sub-Rule 52, 52-A and 53 of Tamil Nadu Co-operative Societies Rules 1988 which deals with conduct of Elections to Co-operatives. According to Sub-Rule 6(a) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988, the District Election Officer or the Election Officer shall send notice of election to the members who on the date thirty days prior to the date of poll were members of the society. As the Commission is desirous of having a record of such notices, I request you instruct the District Election Officers under your control to mark a copy of all election notices, be it election to newly formed societies or election to fill up casual vacancies to the Commission without fail for all future elections. Similarly Sub-Rule 1(c) and 3(a) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988 empowers the District Election Officers to appoint the Electoral Officers and Election Officers respectively. As the Commission wanted to analyse and keep records of such appointments made by the District Election Officers, I request you to instruct the District Election Officers under your control to mark a copy of appointment orders of the Electoral Officers and Election Officers issued by them to the Commission without fail for all future elections to come. According to clause (c) of Sub-Rule 17 of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988, as soon as the election is over, the Election Officer shall intimate the results of the election in Form No.22 to the society, the Election Commission, the District Election Officer, the State Election Officer and the Election Officers, if any appointed under Sub-Rule (1) of Rule 53 for conducting the Election of the Office Bearers of the Board". But in practice such copies are not generally sent by many Election Officers to the Commission.

I therefore request you to instruct the District Election Officers under your control and inturn the Election Officers through them to send a copy of the Election results in Form No.22 to the Commission without fail for all future Co-operative elections to come enabling the Commission to study them and to maintain records in this regard.

Yours Sincerely,

(Sd./-)

(M. R. MOHAN)

To

Thiru.....,
Registrar of Co-operative Societies / Functional Registrar / State Election Officers



TamilNadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd.)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
273, Anna Salai,
Teynampet, Chennai – 18.

To
The State Election Officers.

Rc.No.686/2014/CE1

Dated: 15.04.2014

Sir,

Sub: Tamil Nadu State Co-operative Societies Election Commission -
Conducting of Election to Co-operative Societies – Publication of
Election Notice by the District Election Officer – Instructions –
Issued – Regarding.

The State Election Officers are aware that according to Sub-Rule 6(a) of Rule 52 of TamilNadu Co-operative Societies Rules 1988, the District Election Officer or the Election Officer shall send notice of election to the members who, on the date thirty days prior to the date of poll were the members of the society. According Sub-Rule 6(b) of Rule 52 of TamilNadu Co-operative Societies Rules 1988, the election notice shall be sent at least fifteen days prior to the date of the poll by one or more of the following modes, namely:-

- (i) by giving or tendering it to such member and if he is not found, by giving or tendering it to some adult member of his family under his acknowledgment; or
- (ii) by e-post; or
- (iii) by publication in one or more local newspapers having circulation in the area of operation of the society and approved by the Government for the issue of Government advertisements.

2) Besides the above, displaying of election notice in one or more prominent public places within the area of operation of the society, displaying in the notice board at the office of the society and in cases where the elections are held in a place outside the headquarters of the society the election notice shall be displayed in the notice board at the branch of the society in that place; or in such other place as the District Election Officer may specify in this behalf have been envisaged in Sub-Rule 6(b) and 6(c) of Rule 52 of TamilNadu Co-operative Societies Rules 1988.

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3) It is needless to say that the above legal provisions with regard to publication of election notice in various modes as explained above is aimed at transparency and bringing it to the notice of the people concerned about the on-going elections without any omission. The State Election Officers are therefore requested to instruct the District Election Officers concerned the need to properly publish the Election Notice by them which is the first step at field level in conducting the election to the Co-operative Societies. In this connection I wish to bring it to your kind notice that Sub-Rule 6(b) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988 is very clear that the election notice shall be sent by one or more of the modes referred therein and the District Election Officers and Election Officer shall follow this scrupulously. It is therefore hereby stressed that besides following other modes of serving election notice, the District Election Officers may also publish the Election Notice in one or more local newspapers having circulation in the area of operation of the society to ensure transparency and for conveying message of election to larger section of the concerned members for all future elections, be it elections conducted to fill up casual vacancies or elections conducted for the newly registered Co-operative Societies to replace their interim Board and thus ensure that the message about conducting of election reaches the concerned people without fail.

I therefore request you to issue suitable instructions on the above lines to the District Election Officers under your control and mark a copy of the instructions so issued by you in this regard to the Commission.

(Sd./-)

Commissioner



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd.)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
273, Anna Salai, 1st Floor,
Teynampet,
Chennai-18.

To
The Registrar of Co-operative
Societies.

All Functional Registrars.

Rc.No.329/2013/CE.5

Dated:10.06.2014

Sir,

Sub : Election – Conduct of Elections of the members to the Boards and Office bearers of Co-operative Societies in the State - Preparation of voters list and publications by Electoral Officer – Regarding.

Ref : 1. Commission's letter Rc.327/2013/CE5 dated 19.03.2013.
2. Commission's letter Rc. even number dated 19.03.2013.

Your kind reference is invited to the Commission's letters cited. (copies enclosed). In these letters the Commission, in order to ensure a free and fair election and also to instill confidence among the members regarding the conduct of election by the newly formed independent body, has emphasized the importance and necessity of the preparation and publication of members list, which subsequently becomes the voter list as published by the Electoral Officer as prescribed under Rule 52(7).

You may be well aware that the Commission has been mandated under section 33 (11) (b) and 33-A (1) read with Rule 52-A (1)(a) for the superintendence, direction and control of the preparation of the Electoral rolls and you also know that the member list as prepared by the society and furnished to the Electoral Officers forms the Electoral rolls, which forms the fundamentals for the fair conduct of election to any Co-operative Society.

The Commission, thus fastened with the statutory duty of ensuring the preparation of member list, in other words the Electoral rolls, therefore wants to ensure that the inclusion and exclusion of members are being carried out by the societies regularly, systematically, correctly and completely in accordance with the provisions of the Tamil Nadu Co-operative Societies Act, 1983 and the Tamil Nadu Co-operative Societies Rules, 1988 and making it easy for the

...2

Electoral Officer to finalise the voters list and publish it after observing the due process of law.

The Commission also wants to make it known that even for a single casual vacancy which may arise at any time, election has to be conducted in the same manner as specified in the Rules (Rule 52 (20)) and therefore every Co-operative Society should always be in a position to immediately prepare a list of members and to send three copies of the same to the Electoral Officer at least fifteen clear days prior to the date of poll as per Rule 52(7)(a) to (c).

However, during the visit to certain societies by the Commissioner and discussion with the Electoral Officers, it is found that in some of these societies, proper records, registers and documents etc., relating to the admission, deemed admission, resignation, death, removal, expulsion, cessation and disqualification and as statutorily required are not maintained. This situation makes it more difficult for the Electoral Officer to complete his work in accordance with law and to justify his action, in case if any dispute is raised, before the appropriate judicial forum which may go into the correctness or otherwise of the voter list as published by him.

The Commission therefore desires that all the societies coming under your jurisdiction have necessarily to comply with all the statutory requirements relating to membership of a society supported and evidenced by proper registers, records and documents so that the societies are always ready with the corrected members list and sufficiently prepared for any election to casual vacancy that may arise at any period of time.

Though as the Registrar of Co-operative Societies, under section 3 of the Act, you may be well aware of all the legal requirements in the matter of admission, resignation and expulsion etc. of a member of a society and also the connected records, registers, and books etc. that are to be kept and maintained by a society, **some important such provisions in the matter of membership are furnished in the Annexure** for your easy and ready reference.

In view of the fact that the action of both the Commission and of the Electoral Officer regarding Electoral rolls are always subject to judicial scrutiny by High Courts and Supreme Court, the Commission wants you to issue suitable instructions to all societies coming under your jurisdiction that they follow scrupulously, with due care and diligent and comply with all the provisions of the Tamil Nadu Co-operative Societies Act, 1983 and Tamil Nadu Co-operative Societies Rules, 1988 in the matter of membership of the society and **keep them readily available without fail for verification by the Electoral Officer on demand and also to furnish to the Registrar annually a copy of the list of members as statutorily required under Rule 25 (5) and read with section 46 of the Act.**

The Commission shall be thankful for your compliance report by 30.06.2014 positively.

(Sd./-)
Commissioner

Encl: Annexure.

ANNEXURE

(Some important provisions in respect of membership of a society)

Act

Sec 21 – qualification for membership of a society

Sec 23 – Disqualification for membership of a society

Sec 25 – Expulsion

Sec 26 – Votes of Members

Sec 30 – Transfer of share or interest on death of member

Sec 46 – Register of members

Rule

Rule 20(1) (b) & (c) & (r) (Accounts, books and records to be maintained by a society)

Rule 25 (5) (Statement and returns to be furnished by a society to the Registrar)

Rule 27 Form of application for, and manner of, admission as a member

Rule 28 Procedure for removal of an individual deemed to have been admitted as a member

Rule 31 Restrictions on admission of certain individuals

Rule 34 Procedure for deciding question under sub-section (4) of section 23.

Rule 35 Removal of a member of society

Rule 38 Restrictions on defaulting member to vote at election or to represent a society in any other society

Rule 43 Transfer or refund of share or interest in the capital on death of a member

Schedule I – Form No 16 (Sub Rule (1) of Rule 27)



**M.R. MOHAN, I.A.S.,(Retd).,
COMMISSIONER.**

**273, Khamadhenu Bldg.,
Anna Salai,Teynampet,
Anna Salai
Chennai - 600 018.**

D.O.Lr.No.1212/2014/CE1 Dated: 07.07.2014

Dear Thiru.....,

Sub: Tamil Nadu State Co-operative Societies Election Commission-
Conducting of Election to Co-operative Societies – Appointment
of Electoral Officers and Election Officers – Certain Instructions
– Issued.

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1. The State Election Officers are aware that Rule 52 of Tamil Nadu Co-operative Societies Rules 1988 deals with Election of members of the board, Rule 52-A of Tamil Nadu Co-operative Societies Rules 1988 deals with power and functions of the Election Commission and Rule 53 of Tamil Nadu Co-operative Societies Rules 1988 deals with Election of Office bearers. It is needless to say that while issuing statutory order with regard to conducting of Elections, the relevant provisions of the relevant Rules should be correctly quoted in the orders issued by the authorizes concerned.

2. According to sub-rule 1(c) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988, the District Election Officer shall appoint as many officers of the Government not below the rank of Senior Inspectors in the Co-operative Department or not below such rank in other departments as may be necessary as Electoral Officers. The Electoral Officers shall be responsible for preparation and publication of voters list of the society or the societies concerned. Hence, while issuing orders appointing the Electoral Officers, the District Election Officers must necessarily quote sub-rule 1(c) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988 in the appointment orders issued by them.

3. According to sub-rule 3(a) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988, the District Election Officer appointed for a district or a part of a district by the Election Commission shall appoint as many officers of the Government or officers sub-ordinate to him or officers and employees of co-operative societies or local authorities or undertakings owned by the State or Central Government or educational institutions as may be necessary as Election Officers for conducting the election of members of the board of Co-operative Societies in the district or a part of the district. The District Election Officer may also appoint alternative election officer or officers. Hence, while issuing orders appointing the Election Officers, the District Election Officers must necessarily quote sub-rule 3(a) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988 in the appointment orders issued by them.

4. According to, sub-rule 1(a) of Rule 53 of Tamil Nadu Co-operative Rules 1988, the District Election Officer appointed by the Election Commission

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for the conduct of election of members of the board of a society shall appoint an officer of the Government or officer sub-ordinate to him or officer or employee of coop-societies or local authorities or undertakings owned by the State of Central Government or educational institutions as may be necessary as the Election Officer for conducting the election of office bearers of the board of the society. The District Election Officer may also appoint an alternative Election Officer for conducting the election. Hence, while issuing orders appointing the Election Officers for conducting the election of office bearers of the board of the society, the District Election Officers must necessarily quote sub-rule 1(a) of Rule 53 of Tamil Nadu Co-operative Societies Rules 1988 in the appointment orders issued by them.

5. Though the District Election Officers are issuing orders appointing the Electoral Officers, Election Officers for conducting the election of members of the board, Election Officers for conducting the election of office bearers of the board of the society for more than a year now, the necessity to quote the above Rule Provision has arisen now due to the fact that some of the District Election Officers are issuing appointment orders appointing Electoral Officers and Election Officers without quoting any rule provisions or wrongly quoting the rule provisions in the orders issued by them. The common mistake noticed by the Commission in the recent times being that in the appointment orders issued appointing Election Officers for conducting the election of office bearers of the board of the society , instead of issuing the orders under sub-rule 1(a) of Rule 53 of Tamil Nadu Co-operative Societies Rules 1988, some of the District Election Officers have issued the orders under sub-rule 3(a) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988 which relates to appointment of Election Officers for conducting the election of members of the board. One of the District Election Officer had even quoted sub-rule (5) of Rule 52 in his order of appointment of Election Officer of the election of office bearers of a society which is not relevant to this appointment.

6. The State Election Officers are well aware that any order issued by the District Election Officers with regard to any process of Election to a co-operative society is a statutory order bound by the relevant provisions of the Tamil Nadu Co-operative Societies Rules 1988, and due care must be exercised by them while quoting the relevant Rule Provisions in the orders issued by them. An orders issued under a wrong provisions is very much an order of void. The State Election Officers are therefore requested to issue suitable instructions to the District Election Officers working under their control to be very careful in quoting the relevant provisions of the Rules only to the Relevant orders issued by them. The District Election Officers may also be strictly informed that the Commission will take a serious view of orders of the District Election Officers quoting wrong Provision of the Rules, if any, issued by them in future.

**Yours sincerely,
(Sd./-)
(M.R. MOHAN)**

To
Thiru
State Election Officer

.....
Copy to All District Election Observers for necessary action.

//true copy//



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
Kamadhenu Super Market Building(1st Floor),
273, Anna Salai,
Teynampet,
Chennai-18

To
The Registrar of Co-operative
Societies,
Kilpauk,
Chennai – 600 010.

Rc.No.101/2013/CE.5

Dated:14.07.2014

Sir,

Sub : Election – Conduct of Election to Members and Office Bearers to the Boards of Co-operative Societies – Availability of Ballot Boxes at District level - Supply of Ballot Boxes – Regarding.

As you know already that elections to the Casual Vacancies arising in Co-operative Societies in the State are being conducted by the Commission regularly.

There are instances where the Election Officers require Ballot Boxes at very short notice and that too in a day or two for the conduct of polling when there is a contest. The Commission has to provide the same after going through the usual formalities of addressing the State Election Commission and District Collectors for the supply of the same though the quantity required is only one or two boxes.

In this regard the Commission wishes to state emphatically that it cannot relax condition or exempt any Election Officer or Society to conduct the polling without these Ballot Boxes on the sole reason or pretext of non-availability of these Boxes.

The Commission therefore considers that the TamilNadu Co-operative Union may procure sufficient number of Ballot Boxes of medium size from the Tamil Nadu State Election Commission Chennai or purchase from TANSI and to supply 10 Ballot Boxes each to the District Co-operative Unions so that the District Co-operative Unions may keep these boxes with them and supply to the Societies on indent on payment of rent that may fixed and properly accounted for.

I request you to kindly examine this proposition and to issue appropriate instructions to the Tamil Nadu Co-operative Union in this regard.

I shall be thankful for a report on the action taken at the earliest.

**(Sd./-)
Commissioner.**



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd.),
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
No. 273, Anna Salai,
Teynampet, Chennai-600 018.

To
The State Election Officers.

RC. No.1420/2014/CE1 Dated: 12.08.2014

Sir,

Sub: Co-operative Elections – Tamil Nadu State Co-operative Societies Election Commission – Reporting of Casual Vacancies of Board of Directors – Instructions – Issued.

Ref : Tamil Nadu State Co-operative Societies Election Commission's letter Rc.No.4023/2013/CE1, Dated : 22.7.2013.

As per the instructions issued in the letter cited, the State Election Officers are reporting about Casual Vacancies of Board of Directors and Office bearers in Co-operative Societies in the proforma communicated therein and on receipt of such reports, the Tamil Nadu State Co-operative Societies Election Commission is drawing up and communicating the election programme for conduct of election to fill up such casual vacancies. It is needless to say that casual vacancies mean, number of vacancies that have arisen after the constitution of a Board in a Co-operative Society for the reason stated in the letter cited. But recent analysis of reports received from some State Election Officers shows that even the full vacancies of a Board of a Co-operative Society has been shown as casual vacancies which is not correct. Full vacancy in a Board of a Co-operative Society may arise under the following circumstances:-

- 1) If No Nomination is received during the conduct of Election;-
- 2) If the entire Board of Directors have resigned;
- 3) If the Board of a Co-operative Society is superseded under section 88 of Tamil Nadu Co-operative Societies Act 1983;
- 4) If an election to the Board of Directors of a Co-operative Society is set aside by a quasi-judicial or Judicial order.

2) In all such instances cited above, the vacancies that arise are not casual vacancies but full vacancies for the formatting of a new board and hence

...2

such full vacancies should not be clubbed with casual vacancies while reporting the vacancy position to the Tamil Nadu State Co-operative Societies Election Commission and should be reported separately.

3) In the circumstances explained above, the State Election Officers are requested to report about full vacancies of Board of Directors for the constitution of a new board with the reason for such vacancies separately without clubbing and including in the report of the casual vacancies. The casual vacancy position may be continued to be reported as instructed in the reference cited and in the proforma communicated therein as in being reported by the State Election Officers.

(Sd./-)
Commissioner



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd.)
Commissioner,
TamilNadu State Co-op.Societies
ElectionCommission,
Kamadhenu Super Market Building(1st Floor),
273, Anna Salai, Teynampet,
Chennai-18.

To
The Registrar of Co-operative
Societies,
All Functional Registrars.

Rc.No.931/2013/CE.5

Dated:14.08.2014

Sir,

Sub : Election – Conduct of Elections of the Members to the Boards and Office Bearers of Co-operative Societies in the State - Preparation of Members List – Voters List – Amendments to Bylaws - Regarding.

During the visits to the Co-operatives by the Commissioner where elections are being held for casual vacancies certain inconsistencies were brought to his notice in the matter of preparation of members list and voters list and their voting rights Vis-a-Vis the relevant provisions in the bylaws, the Tamil Nadu Co-operative Societies Act, 1983 and Rules 1988 as amended.

Some of them are:-

- (1) The Minimum and Maximum Number of Members that a Board of a Society shall consist as provided in the Bylaw of the society differ from that of numbers as specified under sub rule (1), (2) and (3) of Section 33 and read with Rule 59 in respect of Scheduled Co-operative Societies.
- (2) In certain Employees Co-operative Societies as per the bylaws of the society when the members cease to be the employees (By retirement, resignation, dismissal, removal etc.) of the particular department or institution, they also cease to be the members of that society. But they still continue as members as per the Admission Book of the society and their names are included in the members list / voters list.
- (3) Societies which are having members but with restricted rights (eq: owning the agricultural land in the area of operation of the society but not having residence with no voting right)

...2

(4) Societies having individual depositors, groups depositors and group borrowers with voting right through delegates (under section 21 (1)(a) (iv) read with first proviso and section 136-D(1) (a) to (c))

(5) Societies having no member from the category of women or from the class of Scheduled Castes and Scheduled Tribes as the case may be (G.O (Ms) No.49, Co-operation, Food and Consumer Protection (CJ1) Department dated 04.04.2013).

When Rule 52 (7) requires the preparation of members list and voters list as per the provisions of the Act and Rules, **preparation of members list by a society only as per the provisions of the bylaws of the society with apparent discrepancies and inconsistencies**, with that of the Act and Rules, may not stand to the test of judicial scrutiny. This position may also lead to unnecessary legal complications, claims and objections at the time of publication of members list and voters list by the Electoral Officer and also at the time of scrutiny of nominations by the Election Officer for the members of the Board on the basis of such voters list.

The Commission also wishes to point out that section (9) (c) and section 11 (3) clearly stipulate that the bylaws are not contrary to the provisions of the Act or the Rules.

In these facts and circumstances the Commission considers it fit and proper that all the provisions in a bylaw in respect of qualification, disqualification of members, their voting rights, and constitution of the Committee etc., relating to the Election of Members and Office Bearers of the Board of a society should be in accordance with the amended provisions of the Tamil Nadu Co-operative Societies Act, 1983 and the Tamil Nadu Co-operative Societies Rules, 1988, without any omission.

The Commission therefore requests that the **existing bylaw provisions** of every class or category of societies relating to election of members and Office Bearers of the Board of a society under your jurisdiction may kindly be **gone through and appropriate corrective measures by way of suitable amendments to the bylaws in tune with the provisions of the Act and Rules** may kindly be directed to be carried out at the earliest.

The Commission shall be thankful for an action taken report and desires to discuss the issues on 20.08.2014 during the meeting with the second level officers of Functional Registrars.

(Sd./-)
Commissioner.



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd.),
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
No. 273, Anna Salai,
Teynampet, Chennai-600 018.

To
The State Election Officers.

RC. No.1537/2014/CE1

Dated:28.08.2014

Sir,

Sub: Co-operative Elections – Tamil Nadu State Co-operative Societies Election Commission – Publication of Election Notice by the District Election Officers – Titling the Name of Tamil Nadu State Co-operative Societies Election Commission in the Election Notice Issued by the District Election Officers - – Instructions – Issued.

The Tamil Nadu State Co-operative Societies Election Commission under the powers vested with it under sub-rule (4) of Rule 52-A of Tamil Nadu Co-operative Societies Rules 1988 appoints the officers of the Government not below the rank of Deputy Registrar of Co-operative Societies in the Co-operative Department of the Government or not below such rank in other departments of the Government as District Election Officers under sub-rule 3(a) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988 the District Election Officer appoints the Election Officers.

2) According to sub-rule 6(a) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988, the District Election Officer or the Election Officer shall send Notice of Election to the members who, on the date thirty days prior to the date of poll were the members of the society.

3) According to sub-rule 6(b) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988, the election notice shall be sent atleast fifteen days prior to the date of the poll. The same sub-rule also explains the modes of serving of Election Notice. Sub-rule 6(c) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988 also explains the other methods of publishing of Election Notice.

4) According to sub-rule 1(a) of Rule 52-A of Tamil Nadu Co-operative Societies Rules 1988, the preparation of electoral roll and the conduct of elections to the boards and office bearers of the boards of all Co-operative Societies shall be held under the Superintendence and control of the Election Commission.

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Since the Co-operative Elections are held subject to the Superintendence, direction and control of the Election Commission and under the supervision and guidance of the State Election Officers and District Election Officers, the Tamil Nadu State Co-operative Societies Election Commission directs that in the Election Notices issued by the District Election Officers or the Election Officers under sub-rule 6(a) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988, the name of the Tamil Nadu State Co-operative Societies Election Commission, Chennai-18 must be the title line of such notice. A model title of Election Notice is given below:-

தமிழ்நாடு மாநில கூட்டுறவுச் சங்கங்களின் தேர்தல் ஆணையம், சென்னை-18. சரக கூட்டுறவுச் சங்கங்களின் துணைப்பதிவாளர் / மாவட்டத் தேர்தல் அலுவலரின் கட்டுப்பாட்டில் உள்ள கூட்டுறவுச் சங்கங்களுக்கான தேர்தல் அறிவிப்பு: (1988 ஆம் வருட தமிழ்நாடு கூட்டுறவுச் சங்கங்களின் விதிகளில் விதி எண். 52 உபவிதி 6 (a)ன்கீழ்)

5) The State Election Officers are therefore directed to issue suitable instructions to the District Election Officers working under their control that in all modes or methods of issue of election notices issued by the District Election Officers or Election Officers under sub-rule 6(a) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988, the name of Tamil Nadu State Co-operative Societies Election Commission, Chennai-18 must find place in the title of such notices so as to make the members of the Co-operative Societies and other general public to feel good that the Co-operative Elections are conducted by the Tamil Nadu State Co-operative Societies Election Commission an independent and statutory body constituted by the Government for the purpose of conducting of elections to all the Co-operative societies in the state.

(Sd./-)
Commissioner.

Copy to : The District Election Observers.

-They are requested communicate this to all the District Election Officers functioning in their District and ensure its proper implementation.



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd.),
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
No. 273, Anna Salai,
Teynampet, Chennai-600 018.

To
The State Election Officers.

RC. No.1536/2014/CE1 Dated:28.08.2014

Sir,

Sub: Co-operative Elections – Tamil Nadu State Co-operative Societies Election Commission – Appointment of Electoral Officers and Election Officers by the District Election Officers - certain – Instructions – Issued.

The Tamil Nadu State Co-operative Societies Election Commission under the powers vested with it under sub-rule (4) of Rule 52-A of Tamil Nadu Co-operative Societies Rules 1988 appoints the officers of the Government not below the rank of Deputy Registrar of Co-operative Societies in the Co-operative Department of the Government or not below such rank in other departments of the Government as District Election Officers,

2) Under sub-rule 1(c) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988, the District Election Officer shall appoint as many officers of the Government not below the rank of Senior Inspector in the Co-operative Department or not below such rank in other departments as may be necessary as Electoral Officers.

3) under sub-rule 3(a) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988, the District Election Officer appointed for a district or a part of a district by the Election Commission shall appoint as many officers of the Government or Officers Sub-ordinate to him or officers and employees of Co-operative Societies or local authorities or undertakings owned by the State or Central Government or educational institutions as may be necessary as Election Officers for conducting the election of members of the board of Co-operative Societies in the district or part of the district.

4) under sub-rule 1(a) of Rule 53 of Tamil Nadu Co-operative Societies Rules 1988, the District Election Officer appointed by the Election Commission for the conduct of Election of Members of the board of a society shall appoint an officer of the Government or officer sub-ordinate to him or officer or employees of Co-operative Societies local authorities or undertakings owned by the State or

...2

Central Government or educational institutions as may be necessary as the Election Officer for conducting the election of office bearers of the board of the society.

5) Now it has come to the notice of the commission that time and again some of the District Election Officers are appointing very few selected persons as Electoral Officers / Election Officers for conducting of Election to board of Directors, Election Officer for conducting of Election to office bearers etc; to a particular society or select societies. The Commission strongly reiterates again that there should not be any compromise on the part of District Election Officers under any circumstances in ensuring the transparency in the conduct of Elections to the Co-operative societies . The State Election Officers are therefore requested to issue suitable instructions to the District Election Officers that they must always be Judicial in appointing Electoral Officers and Election Officers and issues such as appointing only selected few officials as Election Officer or Electoral Officer to conduct election to a particular society or select societies repeatedly should be avoided. Hence the District Election Officers may be instructed to follow rotation system, by engaging all the officials in their control in appointing the electoral officers and election officers for conducting of regular elections or casual vacancy elections in Co-operative Societies and thus avoid the criticism regarding the possibility of creation of any vested interest in the conduct of Election to the Co-operative Societies. The action taken report in this regard shall be reported to the Tamil Nadu State Co-operative Societies Election Commission within a week's time positively.

(Sd./-)
Commissioner



Tamil Nadu State Co-operative Societies Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
Kamadhenu Super Market Building (1st Floor)
273, Anna Salai, Teynampet,
Chennai-18.

To
The Registrar of Co-operative
Societies,

All Functional Registrars,

Rc.No.1316/2014/CE5 Dated.04.09.2014.

Sir,

Sub: Election – Election to Co-operative Societies in the
State – Appointment of Administrator under 89 (1)
(i) involving the TamilNadu State Co-operative
Societies Election Commission – Instructions –
Issued.

The Commission noticed that in one society the competent authority by an order u/s 90 of the Tamil Nadu Co-operative Societies Act,1983 has set aside the election of the members of the board of a particular society and on the basis of which an Administrator u/s 89 (1) to manage the affairs of the said society has been appointed.

This order u/s 89 does not state the reason as mentioned either under section 89 (1) (i) or 89 (1) (ii).

A reading of section 89(1) shows that the Registrar may by order appoint an Administrator under this section only on two grounds viz:

89 (1) (i)

“ the Tamil Nadu State Co-operative Societies Election Commission or any officer appointed by it under the Act or the rule made thereunder has failed to conduct election in accordance with the provisions of this Act and the rules, or”

89 (1) (ii)

“the new board constituted fails to enter, or is prevented from entering upon office on the expiration of the term of office of the earlier board ;’

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In this instant case the competent authority has issued the order setting aside the election on 15.05.2014.

The competent authority u/s 89(1) has appointed the Administrator on 07.07.2014.

In the interim period i.e. till such time the administrator has taken charge the Board should have either been continuing or should have been ceased to exist.

However the Tamil Nadu State Co-operative Societies Election Commission was not duly informed for the conduct of election as provided under rule 52(1)(a) or (d) and therefore the question of failure to conduct the election by the Tamil Nadu State Co-operative Societies Election Commission does not at all arise.

Though the subject matter of appointment of Administrator in certain circumstances u/s 89 is purely under the domain of the various Registrars of Co-operative Societies but when the appointing authority invokes section 89 (1) for such appointment without mentioning in clear terms the exact reason for such an order which includes – interalia- **“the failure of the Tamil Nadu State Co-operative Societies Election Commission or any officer appointed by it to conduct the elections”**- the Election Commission has to compulsorily take note of such questionable orders into consideration and definitely therefore has to intervene.

The Commission which has a clear mandate for the conduct of election u/s 33(11)(b) and 33(A)(1) of the Act, therefore directs under rule 52-A (9) of the Tamil Nadu Co-operative Societies Rules, 1988 (holding any election under the Act and the Rules) that for appointing Administrator under section 89 (1) of the Tamil Nadu Co-operative Societies Act 1983, the appointing authority should clearly mention in the order the relevant provision as to whether the order is for the reason under 89 (1)(i) (failure to conduct the election by the Tamil Nadu State Co-operative Societies Election Commission), without any omission, before such appointment is made.

All the officers who are vested with the powers to appoint Administrator under section 89 have to be informed accordingly,

The action taken in this regard may kindly be reported by 20.09.2014 positively.

**(Sd./-)
Commissioner**



Tamil Nadu State Co-operative Societies Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd.)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
Kamadhenu Super Market Building
(1st Floor)
273, Anna Salai, Teynampet,
Chennai-18.

To
The Registrar of Co-operative
Societies,

All Functional Registrars,

Rc.No.1316/2014/CE.5

Dated.11.09.2014.

Sir,

Sub: Election – Conduct of Election of Members and Office Bearers of the Boards of Co-operative Societies in the State – Appointment of Administrators under Section 88 and 89 of the Tamil Nadu Co-operative Societies Act, 1983 – Intimation to Tamil Nadu State Co-operative Societies Election Commission – Regarding.

It is observed from the various requests for the conduct of election to Co-operative Societies which are being managed by Administrators appointed u/s 88 and 89, as the case may be, that in some cases these Administrators are continuing as such exceeding the specified period of six months as stipulated under section 88 (1) and 89 (1).

Section 88 (Extract) says:

“the Registrar may And appoint a Government servant or an employee of anybody corporate owned or controlled by the Government (hereinafter referred to as the administrator) to manage the affairs of the society for a **specified period not exceeding six months**”

Section 89 (Extract) says:

“ the Registrar may by order appoint a Government servant or an employee of anybody corporate owned or controlled by the Government (hereinafter referred to as the administrator) for a specified period, **not exceeding six months**, to manager the affairs of the registered society **pending the constitution of a new board**, or till the entering upon office **by the board**, as the case may be.

...2

Though the Commission is not concerned with the appointment of Administrator, and/or of their continuance for period exceeding the statutory limit of six months, the Commission wants to make it clear that as stated in these sections the continuance of administrators is purely linked or subject to the **constitution of a new board by the Commission.**

As per Section 88 (5) and which sub-section as also applicable to Section 89, the Administrator appointed under section 88(1) /and/or 89 (1)-

“shall arrange for the constitution of a new board in accordance with the provisions of this Act, the Rules and the bye-laws so that the **new board may be constituted and the members thereof come into office at the expiry of the period of his appointment.**

And therefore it goes without saying that the Tamil Nadu State Co-operative Societies Election Commission is under a statutory obligation to conduct the election for the constitution of a **new board prior to the date of expiry of the term of the Administrator and the continuance of the Administrator exceeding the statutory periods** may be viewed adversely on the part of the Tamil Nadu State Co-operative Societies Election Commission as a failure to identify such societies and conduct election as mandated u/s 33 (11), 33-A(1) within the statutory periods as specified therein.

The Tamil Nadu State Co-operative Societies Election Commission mandated to hold any election under the Tamil Nadu Co-operative Societies Act, 1983 and the Tamil Nadu Co-operative Societies Rules,1988 therefore directs under rule 52-A(9) of the Rules that **all appointments u/s 88 (1) and 89 (1) of the Act** shall invariably be reported to the Commission, as and when such appointments are made so that the Commission may initiate appropriate action for the conduct of election for the constitution of new board within the statutory periods in the place of Administrators, as expected of it and as contemplated under section 88(5) and as applicable to section 89 of the Act.

The Commission requests that all the competent authorities making appointments of Administrators u/s 88 & 89 of the Act may duly be informed.

A compliance report is requested positively by 30.09.2014.

**(Sd./-)
Commissioner**



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
Kamadhenu Super Market Building(1st Floor),
273, Anna Salai,
Teynampet,
Chennai-18.

To
1. The Registrar of Co-operative
Societies / State Election Officer.
2. All Functional Registrars /
State Election Officer.

Rc.No.5477/2013/CE.5

Dated:11.09.2014

Sir,

Sub : Election – Conduct of Elections of Members and Office
Bearers of Co-operative Societies in the State –Conduct of
election to societies restored u/s 142 and newly registered
societies – Regarding.
Ref : Commission's letter even no. Dated 31.01.2014

In one instance the Commission has been requested to conduct election for the constitution of the Boards for certain **societies revived** under section 142 of the TamilNadu Co-operative Societies Act, 1993 to take over the management from the interim boards.

In its letter under reference the Commission has issued certain guidelines on the appointment of interim committee under point – (9) of the said letter which still holds good. Copy of the letter is enclosed for ready reference.

In another instance where it has not been specifically mentioned **as to the registration of a new society is on the basis of amalgamation or division**, the Commission has been requested to conduct the election to replace the **interim board of the newly registered society** quoting Section 13(1)(d)(ii) which relates to **societies under amalgamation or division and not for newly registered societies** which is governed by the fifth proviso to Section 33(1)(a) of the Act.

Since as a separate statutory body exclusively constituted as per the constitutional requirements for the conduct of elections to Co-operatives, and any non-observance and/ or in correct and improper application of related provisions of the Act and Rules in the conduct of election may possibly and probably vitiate the entire election process and proceedings, the Commission sincerely hopes and expects all the officers concerned to go strictly by the provisions of the Tamil Nadu Co-operative Societies Act, 1983, and the Tamil Nadu Co-operative Societies Rules 1988, in the conduct of election to the societies under the jurisdiction for a free and fair election and to avoid any legal complications and litigations.

The officers who are exercising powers of the 'Registrar' under these provisions may be informed accordingly.

An action taken report may kindly be sent to the Commission by 30.09.2014 positively.

(Sd./-)
Commissioner



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
Kamadhenu Super Market Building(1st Floor),
273, Anna Salai,
Teynampet,
Chennai-18.

To
1. The Registrar of Co-operative
Societies / State Election Officer.
2. All Functional Registrars /
State Election Officer.

Rc.No.3944/2013/CE.5

Dated:22.09.2014

Sir,

Sub : Election – Conduct of Elections of the Members to the Boards and Office Bearers of Co-operative Societies in the State - Preservation of Election Records – Maintenance of Register of Election Records – Regarding.

Ref : Letters Rc.No.3944/2013/CE5 dated 17.07.2013, 29.07.2013, 22.08.2013 and 12.09.2013 of the Commission.

Your kind reference is invited to the letters cited.

During the visits to the Districts by the Commissioner and the Secretary it was found that despite clear instructions from the Commission the Election Records received by the District Election Officers have not been preserved properly and have been kept in a haphazard manner without giving due importance and care that these statutory records should normally be attached to.

In many of the Districts there is no proper record or Register for the receipt of such records and their safe keeping. Further it is a known fact that these records, as per rules 52 (22) and 53 (13), have to be preserved for the period and have to be destroyed after the period as specified therein.

The Commission therefore, in order to ensure the proper documentation of the receipt, preservation and destruction of the Election Records issues the following instructions:

The District Election Officers should maintain a separate **Register of Election Records** for this purpose in the format and specification as in the proforma in order to ensure uniformity throughout the state.

...2

In this Register, two pages may be allotted for each society, serially numbered and the receipt of the election records should be entered in this Register by filling all the necessary columns. The serial number so allotted to the society has to be prominently written on the container of the election records of that society.

Normally the election records are received in 3 stages viz., 1) Electoral Officer 2) Election Officer for the election of Members of the Board and 3) Election Officer for the election of Office Bearers. The above said election records of a particular society may be kept in three separate sealed containers but tied together or may be put together in a large sized container. This sealed container of each society should be marked on it with the respective serial number allotted for that society as in the Election Records Register. Such sealed container of records have to be kept separately and in order in the Record room for easy location and identification.

The Register now prescribed has to be maintained invariably by the District Election Officers, even though a register for election records has already been maintained separately by them and the election records have been handed over by the Electoral Officers and the Election Officers and their signatures duly obtained in such register. In such cases no signature of these officers need be obtained again in the newly prescribed register and it will be sufficient only if the required details with reference to the respective columns are furnished in the newly prescribed register. In such instances, both the registers have to be maintained by the District Election Officers for verification of acknowledgements.

In the matter of printing and supply of these Registers, the Regional Joint Registrar of Co-operative Societies / Observer has to arrange for the printing of these Registers in the format and specification as per proforma in 3 sizes containing 50 /100/200 pages each.

All the District Election Officers in the Region have to report to the Regional Joint Registrar of Co-operative Societies / Observer their requirements of these registers indicating the total number of Registers and their pages according to the number of societies under their jurisdiction.

The Regional Joint Registrar of Co-operative Societies / Observer after getting the requirements from all the District Election Officers has to instruct the Co-operative Printing Press for printing the same and supply to the District Election Officer direct on payment of cost.

The Regional Joint Registrars of Co-operative Societies may be instructed suitably on the above line to arrange for the printing and supply of these Registers to the District Election Officers immediately.

The District Election Officers may be instructed to send their requirements immediately to the Regional Joint Registrar of Co-operative Societies / Observer and to get the Registers from the Co-operative Printing Press on payment of cost and maintain the registers as per the instructions given above.

Instructions regarding destruction of election records shall be issued, after due verification of compliance with these instructions.

A compliance, positively by 20.10.2014, will be much appreciable.

(Sd./-)
Commissioner

Encl: Proforma for the Outer Cover and the format for the 'Register of Election Records'.

Copy to:

1. All Regional Joint Registrars / Observers
2. All District Election Officers

} For information and
necessary action

Specification of Election Record

1. Board – 2LB Straw Board
2. Size - Full Scape (Landscape)
3. Paper – D/F Paper – 12.5 Kg
4. Binding - ½ Leather Binding with Corner
5. Colour - Dark Green with Meroon can wash



TAMILNADU STATE CO-OPERATIVE SOCIETIES ELECTION COMMISSION

REGISTER OF ELECTION RECORDS

...../District Election Officer:

PROFORMA

Register of Elections Records

Page Number:

District Election Officer Circle/ District / Region

Designation..... District

Number and Name of the society				
Address	Regular		Casual Vacancies	
	Date of notification	:	Date of notification	:
<u>RECEIPT OF RECORDS</u>				
PART-I : Election of Members of the Board				
A-Stage-I – Voters List				
Name of the Electoral Officer with Designation (Proceedings Rc.No.....)				
Date of Publication of final voter list by the Electoral Officer				
Date of handing over of Election Records by the Electoral Officer				
Signature of the Electoral Officer				
Signature of the D.E.O / Person authorised by the D.E.O(with Name and Designation)				
B – Stage-II – Nomination to Declaration of Result				
Name of the Election Officer with Designation (Proceedings R.No.....)				
Date of Declaration of Election of Members of the Board.				
Date of handing over of Election Records by the Election Officer				
Signature of the Election Officer				
Signature of the D.E.O / Person authorised by the D.E.O(with Name and Designation)				
C – Stage - III				

Election of Office Bearers		
Name of the Election Officer with Designation (Proceedings Rc.No.....)		
Date of Declaration of Election of Office Bearers		
Date of handing over the Election Records by the Election Officer		
Signature of the Election Officer		
Signature of the D.E.O / Person authorised by the D.E.O(with Name and Designation)		
PART-II Destruction		
Date due for destruction: (i)Members of the Board..... (ii)Office Bearers		
Details of dispute if any under section 90 is pending and if so before whom it is filed, ARC No, plaintiff, Respondent, Case summary present stage and in case of any revision u/s 153, the details of such revision.		
Details of cases pending before any other judicial forum including High Courts / Supreme Court and if so the details of such cases.		
Date of Destruction		
Remarks if any		

ORDER FOR DESTRUCTION

I Thiru..... the District Election Officer / Person duly authorised by the District Election Officer under Rule 52(22)(b) / 53 (13)(b) ordered the destruction of the above said destruction of the election records in respect of the election of Members / Office Bearers of the Board of the said society in accordance with the provisions as laid down under Rule 52 (a) (b) and (c) / 53 (13) (a) (b) and (c) and the destruction was carried out as per the guidelines issued by the Government of Tamil Nadu for such destruction.

District Election Officer /

Person authorised by the District Election Officer.

Proforma for the Outer Cover for the 'Register of Election Records



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
Kamadhenu Super Market Building
(1st Floor),
273, Anna Salai,
Teynampet,
Chennai-18.

To
1. The Registrar of Co-operative
Societies
2. All Functional Registrars

Rc.No.1698/2013/CE.5

Dated:25.09.2014

Sir,

Sub : Co-operative Elections – Conduct of Election of Members and Office Bearers of the Board of Co-operative Societies – Furnishing of copy of the List of Members to the Registrar as required under rule 25 (5) of the Tamil Nadu Co-operative Societies Rules, 1988 – Report – Regarding.

Ref : Commission's letter Rc.No.329/2013/CE5 dated 10.06.2014.

The Commission wishes to bring to your kind notice that, as you already know the Commission under section 33 (1) (b) and read with section 33-A (1) of the Tamil Nadu Co-operative Societies Act, 1983, has been mandated for the superintendence of the preparation of the Electoral Rolls of every Co-operative Society.

In the reference cited, the Commission has emphasised the need for the proper preparation of the 'list of its members by every Co-operative Society' on the basis of which the above said Electoral Rolls are prepared for the conduct of free and fair election.

In this connection the Commission invites your kind reference to Rule 25 (5) of the Tamil Nadu Co-operative Societies Rules, 1988 (Statement and returns to be furnished by a society to Registrar) which states:-

25 (5) "Every society shall prepare a list of its members as on the last date of each (financial year) and furnish a copy of the same to the Registrar within one month from the close of such year."

...2

The Commission therefore requests you to kindly ascertain whether all the societies under your jurisdiction have furnished, by this time, the copies of the list of members as required under Rule 25 (5).

The Commission shall be thankful for a compliance report in the proforma enclosed on or before 31.10.2014.

(Sd./-)
Commissioner

Encl: Proforma

Proforma

Particulars Regarding the number of societies who have furnished the List of Members as required under Rule 25 (5) of the Tamil Nadu Co-operative Societies Rules, 1988.

Total No of Societies Under the Jurisdiction	No of Societies so far furnished the Members List	No of Societies yet to Furnish the Members list	Action taken to obtain the Members list	Remarks



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
Kamadhenu Super Market Building(1st Floor),
273, Anna Salai,
Teynampet, Chennai-18.

To
1. The Registrar of Co-operative
Societies
2. All Functional Registrars

Rc.No.1699/2014/CE.5

Dated:25.09.2014

Sir,

Sub : Co-operative Elections – Conduct of Election of Members and
Office Bearers of the Board of Co-operative Societies –
Return under section 84-A of the Tamil Nadu Co-operative
Societies Act, 1983 – Report – Regarding.

A kind reference is invited to section 84-A (Returns to be filed to the Registrar) of
the Tamil Nadu Co-operative Societies Act, 1983, wherein it has been stated that:-

***Every registered society shall file returns, within sixmonths
from the close of every Co-operative year,to the Registrar,
including the following matters, namely:-***

***“(e) declaration regarding date of holding of its
generalbody meeting and conduct of elections when due;
and”***

And therefore the Commission which has the statutory responsibility of conducting
elections as and when due, wants to assure itself that the elections to societies are being
conducted when they are due without any omission.

You are therefore requested to obtain the statutory declaration as required under
section 84-A (e) from the societies under your jurisdiction and to kindly send a report in
the proforma enclosed by 13.10.2014 positively.

**(Sd./-)
Commissioner**

Encl: Proforma

Particulars Regarding the number of societies who have furnished the declaration as required Under Section 84-A – (e) of the Tamil Nadu Co-operative Societies Act, 1983.

Total No of Societies Under the Jurisdiction	No of Societies so far furnished the declaration	No of Societies yet to Furnish the declaration	Action taken to obtain the declaration	Remarks



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
Kamadhenu Super Market Building(1st Floor),
273, Anna Salai,
Teynampet,
Chennai-18.

To
1. The Registrar of Co-operative
Societies.
2. All Functional Registrars.

Rc.No.1735/2014/CE.1

Dated:01.10.2014

Sir,

Sub : Co-operative Elections – Tamil Nadu State Co-operative Societies Election Commission – Conducting of Election to Restored Co-operative Societies – Instruction – Issued – Regarding.

Proposals are being received from the Registrar of Co-operative Societies and other Functional Registrars seeking Election Programme for conduct of Election to certain Co-operative Societies which were ordered to be wound up earlier u/s 137 and restored later u/s 142 of the Tamil Nadu Co-operative Societies Act, 1983.

However many of these proposals are not supported by any copy of the order for such restoration issued u/s 142 of the Act.

It is therefore requested that in future the proposal seeking communication of Election Programme for such societies should invariably be accompanied by a copy of the order for the restoration of societies ordered to be wound up u/s 142 of the Act with the direction to the liquidator to constitute the Board and to hand over the management to such board as required therein.

It is also informed that any proposal without the copy of the order issued u/s 142 Act will not be considered by the Commission for the conduct of Election to such societies.

**(Sd./-)
Commissioner**



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
Kamadhenu Super Market Building
(1st Floor),
273, Anna Salai,
Teynampet,
Chennai-18.

To
1. The Registrar of Co-operative
Societies.
2. All Functional Registrars.

Rc.No.1671/2014/CE.5

Dated:10.10.2014

Sir,

Sub : Co-operative Election - Election of Members and Office
Bearers of Boards of Co-operative Societies –
Compliance and preparedness of the Societies for the
Conduct of Election – Visit to Societies – Regarding.

During the visits to Co-operative Societies it has been observed that some of the societies are not maintaining even some basic records related to election which are statutorily imposed on and expected of them.

It is well known that consequent to the Tamil Nadu Co-operative Societies (Amendment) Act, 2013 (Tamil Nadu Act 4 of 2013), in consonance with the provisions of the Constitution (Ninety Seventh Amendment) Act 2011, Election to Co-operatives have become the order of the day and have come to stay.

However the Tamil Nadu State Co-operative Societies Election Commission which has been constituted as an independent body with the sole mandate of conducting the Elections to Co-operatives desires to convey that the Administrative officers should not take things lightly in the matter of maintaining proper records pertaining to the various process of election and which matters most for the Electoral Officers and Election Officers at the time of scrutiny of Members / Voters List and filing of nomination.

The Commission therefore desires that all the Co-operative Societies may be sensitized about the importance and the necessity of the basic records that are associated with the various processes of election and that are to be maintained by them for the conduct of a free, fair and orderly poll.

The Commission, towards this direction, requests that all the Administrative Officers who are having jurisdictional control and making visits to Co-operatives as routine, casual and / or cursory inspection etc., may bear it in mind to examine these election related aspects also and satisfy themselves to the proper and up to date maintenance of the prescribed records.

...2

A model format, containing the various points that the Commissioner, during his visits to societies, wants to analyse, examine and ascertain that the societies are maintaining the prescribed election records, is enclosed.

The Commission sincerely hopes that the enclosed format may be useful and helpful to all the Administrative Officers to study the election related aspects during their visits to the society under their control and to initiate appropriate steps for rectifying things if need be.

The Commission requests that all officers / societies may be instructed accordingly.

The Commission shall be thankful for an action taken report by 31.10.2014

(Sd./-)
Commissioner

Encl: Format.

Copy to:

All Regional Joint Registrars of Co-operative Societies / Observers.

Additional Registrar of Co-operative Societies / Observers,
Chennai Region.

Tamil Nadu State Co-operative Societies Election Commission

Notes of Visit to Co-operative Societies

By the Commissioner / Secretary / Other Officers of Election Commission

<p><u>I. Preliminary</u></p> <p>1) Name and Designation of the Visiting Authority</p>	
<p>2) Date of Visit</p>	
<p>3)</p> <p>(1) Number and Name of the Society</p> <p>(2) Registered Address (To be in conformity with section 37 of the Act and Rule 12 of the Rules)</p> <p>(3) Class and Category of the Society (Rule 14)</p>	
<p>4) (1) Designation of the officer under whose Territorial / functional jurisdiction the society is working</p> <p>(2) Address</p>	
<p>5)</p> <p>(1) Whether the society is keeping a copy of the Tamil Nadu Co-operative Societies Act, 1983, The Tamil Nadu Co-operative Societies Rules, 1988 Bylaws of the society, Register of its members?</p> <p>(2) Are they open to inspection (as required u/s 38 of the Act.)?</p> <p>(3) Whether the bylaws are being kept with all subsequent amendments there to arranged in the order in which the amendments are registered as per Rule 12 (1). (with specific reference to election related amendments)</p>	
<p><u>II. Administration</u></p> <p>1) Name of the President Date of Election Date of Assumption of Charge</p> <p>2) Name of the Vice President Date of Election Date of Assumption of Charge (minute book to be verified)</p>	

<p>3) If the office of the President is vacant (1) Date from which it is vacant</p> <p>(2) If the Vice President is performing the functions of the President whether arrangements have been made for the election of a successor (Rule 57 (1))</p> <p>(3) If any other member of the Board is performing the functions of the President and if such period exceeds three months whether specific approval of the Registrar is obtained. Rule 57 (3)</p>									
<p>4) Managing Director (appointment u/s 33 (7) of the Act) (1) Name (2) Designation</p>									
<p>5) Secretary /General Manager / Chief Executive Officer (Rule 146) (1) Name (2) Designation</p>									
<p><u>III. Constitution of the Board (Sec 33)</u></p>									
<p>1)<u>Type of the Society</u></p> <p>(1) Primary /</p> <p>(2) Central /</p> <p>(3) Apex /</p> <p>(If it is a Scheduled Society, Serial Number in the Schedule to be mentioned (Rule 59 – Schedule – II Part A & Part B)</p>									
<p>2) <u>Number of Members of the Board</u> (1) No of Members through election General Women SC/ST</p> <p>(2) No of Members through Co-option</p>	<table border="1"> <tr> <td data-bbox="948 1630 1099 1787">As per Bylaw (Specify By Law No)</td> <td data-bbox="1099 1630 1195 1787">As per the Act</td> <td data-bbox="1195 1630 1329 1787">As existing in the Society</td> <td data-bbox="1329 1630 1501 1787">Vacancies if any to be filled</td> </tr> <tr> <td colspan="4" data-bbox="948 1787 1501 1921"></td> </tr> </table>	As per Bylaw (Specify By Law No)	As per the Act	As existing in the Society	Vacancies if any to be filled				
As per Bylaw (Specify By Law No)	As per the Act	As existing in the Society	Vacancies if any to be filled						

<p>(3) No of Functional Directors</p> <p>(4) Is there any inconsistency between the provisions of the Bylaws and the Act</p> <p>(5) If so the action taken</p> <p>3) If there is vacancies to be filled the reason for such vacancies and the steps taken to fill up</p>	
<p><u>IV. Members list / Voters list</u></p> <p>(1) Whether a Register of application for Membership is maintained containing the Name and address of the Applicant, the date of receipt of application, the date of admission. In the case of refusal of admission the date of communication of the decision refusing admission (Rule 20 (1) (b)).</p> <p>(2) For Admission of members who are qualified to become members as per S.21 whether the membership Application in Form No.16 (Rule 27 (1))is being obtained and the procedure as laid down under Rule 27 is followed</p> <p>(3) Whether an Admission Book showing the Name and address of each member, the date of admission is maintained (Rule 20 (1) (c))</p>	
<p><u>V. Casual Vacancies</u></p> <p>(1) Are there any Casual Vacancies and Date from which such vacancies are there</p> <p>(2) How the casual vacancies occurred</p> <p>(3) (To be examined)</p> <p>(4) Whether the same has been reported within 15 days from the date of occurrence (Rule 52 (1) (a) and 53(14)) and if not the reasons.</p> <p>(5) Election of Casual Vacancies was received by the society and the election was held after following all the due process of election and as specified under SI.No.5</p>	

VI. Qualification and disqualification of Members:

1) While preparing the members list as required under rule 52 (7) (a) **what is the procedure** adopted by the society to identify those members who, on the date thirty days prior to the date of poll were qualified in accordance with provisions of the Act and Rules to vote at election?

2) What are the records that are maintained for the purpose of identifying members who are not qualified to vote? (verify records)

3) For the purpose of identification as in (2) above whether, among other Registers, the following registers are maintained?

- (1) **Register of over due loans** (Rule 21 Sl.No.36)
- (2) **Register of fore closed loans** (Rule 21 Sl.No.37)
- (3) **Diary of due dates of loans taken by members** (Rule 21- Sl.No.20 Read with Rule 38)

4) Register in respect of advances taken by members and in default (**Suspense Recoverable Register or Ledger** – Rule 21 – Sl.No.21)

5) Register in respect of dues under credit purchases made by member and in default

6) Register showing the default of members in utilizing the services of the society up to the minimum level as specified in the bylaws. (Section 23 (2) (h))

7) Register showing the names of members who have absented themselves from attending three consecutive general meeting of the society (Sec 23 (2) (i))

8) Any other register to show the details of members who have ceased to be member by any of the reasons mentioned u/s 23(2) other than those as stated above and for cases of death or expulsion or permanent shifting of residence (Section 29))

9) Whether any resignation has been tendered and under acceptance by the Board.

10) Date of receipt of such resignation

11) The Date of the subsequent meeting of the Board and whether the resignation was placed before the meeting and if not the reasons.

12) Any disqualification of the members of the Board u/s 34 (2) has been brought to the notice of the board u/s 34 (3) and the action taken by the board action for disqualification by the Register u/s 34 (6)

Dear Thiru.,

Sub : Tamil Nadu State Co-operative Societies Election Commission – Conducting of Election to Co-operatives – Sending of Election related communications by the District Election Officers and Election Officers to the Tamil Nadu State Co-operative Societies Election Commission – Instructions – Issued – Regarding
Ref : My D.O. letter No. 645/2014/CE1 Dated: 10.04.2016

In my D.O. Letter cited, I have requested the State Election Officers to instruct their District Election Officers to submit the copies of following Elections related communications to the Tamil Nadu State Co-operative Societies Election Commission whenever Election Programme are communicated by the Commission.

- 1) Copy of Election notice sent by the District Election Officer under sub-rule 6(a) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988.
- 2) Copy of orders of appointment of Electoral Officer issued by the District Election Officer under sub-rule 1(c) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988.
- 3) Copy of orders of appointment of Election Officer issued by the District Election Officer under sub- rule 3(a) of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988.
- 4) Copy of Election results declared by the Election Officer under clause (c) of sub-rule 17 of Rule 52 of Tamil Nadu Co-operative Societies Rules 1988 in Form No.22.
- 5) Copy of orders of appointment of Election Officers for conduct of election of Office Bearers of the board issued by the District Election Officer under sub-rule (1) of Rule 53 of Tamil Nadu Co-operative Societies Rules 1988.

Though many State Election Officers have issued instructions accordingly to their District Election Officers, in practice such copies are not sent by many District Election Officers which shows the lack-luster response of the District Election Officers to the instructions issued by the Tamil Nadu State Co-operative Societies Election Commission. The Commission does not like and views seriously. I therefore request that the District Election Officers under your control may once again be suitably instructed for compliance of the instructions already issued by the Tamil Nadu State Co-operative Societies Election Commission in this regard.

2)In this connection, I also wish to inform that the Tamil Nadu State Co-operative Societies Election Commission is collecting the Progress reports with regard to conducting of Election to Co-operative in its various stages in the prescribed proforma from the State Election Officers. Apart from such reports,

...2

Tamil Nadu State Co-operative Societies Election Commission desires to collect certain informations directly and immediately from the Election Officers which they ought to submit to the Tamil Nadu State Co-operative Societies Election Commission directly as stipulated in the Tamil Nadu Co-operative Societies Rules 1988. I am listing out the same.

- 1) The final list of contesting candidates for Board of Directors in Form No. 20 (sub-rule 9(e) of Rule 52).
- 2) Copy of the declarartion of unanimous elections of Board of Directors by the Tamil Nadu State Co-operative Societies Election Commission. (sub-rule 9 (f) of Rule 52).
- 3) The results of the election of Board of Directors where there is a contest in Form No. 22 (sub-rule 17 (c) of Rule 52).
- 4) Copy of the declaration of unanimous election of Office Bearers by the Election Officer. (sub-rule 5 of Rule 53).
- 5) The results of the election of Office Bearers where there is contest in Form No. 22 (sub-rule 10 (c) of Rule 53).

3)I therefore request that the District Election Officers under your administrative control may be instructed to instruct the Election Officers appointed by them to send the necessary copies of the above said election result related documents referred above to the Tamil Nadu State Co-operative Societies Election Commission directly either through the fax or e-mail at the close of the day of the event itself without fail in all the elections to come in future. The District Election Officers may also be instructed to incorporate the above as a condition in the orders of appointment of Election Officers issued by them without fail in all the orders to be issued in future.

The District Election Officers may also instruct the Election Officers to adhere this instructions strictly failing which, the necessary disciplinary action will be recommended by the Commission and also to avoid strictly delay in submission of the said reports on the due dates.

4)I request you to mark a copy of instructions to be issued by you to your District Election Officers in this regard to the Tamil Nadu State Co-operative Societies Election Commission without fail.

Yours Sincerely,

(Sd./-)
M.R.Mohan



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
Kamadhenu Super Market Building
(1st Floor),273, Anna Salai,
Teynampet, Chennai-18.

To
1. The Registrar of Co-operative
Societies.
2. All Functional Registrars.

Rc.No.1699/2014/CE.5

Dated:05.01.2015

Sir,

Sub : Co-operative Elections – Conduct of Election of Members and
Office Bearers of the Board of Co-operative Societies –
Return under section 84-A of the Tamil Nadu Co-operative
Societies Act, 1983 – Report – Regarding.

Ref : Commission's letter Rc.No.1699/2014/CE5 dated 25.09.2014

Kind attention is invited to the letter cited, wherein the Commission had requested for a report as to whether all the societies under your jurisdiction have furnished statutory declaration as required under section 84-A(e) so that the Commission may not be held responsible for any non-conduct of election when they are due without omission.

The Commission now wants to inform that the reports as called for therein need not be sent to the Commission anymore and instead the same may be watched at your level itself and to bring to the notice of the Commission only those cases where the election are due but not reported for election.

**(Sd./-)
Commissioner**



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
Kamadhenu Super Market Building(1st Floor),
273, Anna Salai, Teynampet,
Chennai-18.

To
All State Election Officers

Rc.No.101/2013/CE-5 Dated:05.02.2015

Sir,

Sub : Election - Conduct of Election of Members of the Boards and Office Bearers of Co-operative Societies in the State – Availability of Ballot Boxes at District Level – Supply of Ballot Boxes – Regarding.

As you all know, the Election to Co-operatives is a non-stop process and the elections to newly formed societies, restored societies and casual vacancies are going on continuously.

However, it is seen that certain officers who are in charge of these statutory operations cast on them, are taking things very lightly without giving the seriousness that they require and creating certain anxious moments which can totally be avoided. In a particular instance in the conduct of election to one Co-operative Society in Erode District, the final list of contesting candidates was published on 20.01.2015. The District Election Officer addresses the Election Commission through E-mail only on 24.01.2015 by 3.00 P.M for the supply of ballot boxes for polling to be held on 27.01.2015. The orders for the supply of the ballot boxes required by him have to be obtained from the Tamil Nadu State Election Commission and the intervening days are public holidays. As a last minute effort the Secretary of the Commission had to take up the matter personally with the Secretary of the Tamil Nadu State Election Commission and get things done after much efforts.

The Commission, therefore, wants to state emphatically that this sort of things should never be the case in future, and instructs that, immediately after the publication of the final list of contesting candidates, arrangements should simultaneously be made to get the required ballot boxes. Any failure on the part of the Election Officer and the District Election Officer to get the ballot boxes and non-conduct of election only on that score will be viewed very seriously and to be followed by appropriate action that it may warrant.

This may be communicated to all District Election Officers with necessary instructions.

**(Sd./-)
Commissioner**

மின் அஞ்சல் மூலம்கூட்டுறவுத் தேர்தல் / மிக அவசரம்



தமிழ்நாடு மாநில கூட்டுறவுச் சங்கங்களின் தேர்தல் ஆணையம்

அனுப்புநர்
திரு. ம.ரா. மோகன். இ.ஆ.ப., (ஓய்வு),
ஆணையர்,
தமிழ்நாடு மாநில கூட்டுறவுச் சங்கங்களின்
தேர்தல் ஆணையம்,
273, அண்ணாசாலை,
தேனாம்பேட்டை,
சென்னை-600 018.

பெறுநர்
கூட்டுறவுச் சங்கங்களின் பதிவாளர் /
மாநில தேர்தல் அலுவலர் மற்றும்
அனைத்து செயற்பதிவாளர்கள் /மாநில
தேர்தல் அலுவலர்கள்

ந.க. 542 /2015 கூ.தே.1

நாள். 20.3.2015

ஐயா /அம்மையர்,

பொருள்: தமிழ்நாடு மாநில கூட்டுறவுச் சங்கங்களின் தேர்தல்
ஆணையம் - கூட்டுறவுச் சங்கங்களுக்கான
தேர்தல்கள் - தேர்தல் நிகழ்வுகள் - குறுந்தகவல்
(SMS) மூலம் ஆணையத்திற்கு அனுப்புதல் -
தொடர்பாக.

தமிழ்நாடு மாநில கூட்டுறவுச் சங்கங்களின் தேர்தல் ஆணையத்தினால்
வழங்கப்படும் தேர்தல் திட்டங்களின்படி கூட்டுறவுச் சங்கங்களுக்கு தேர்தல் நடத்தப்பட்டு வருவது
தாங்கள் அறிந்ததே. தேர்தல் திட்டத்தின்படி நடைபெறும் நிகழ்வுகள் குறித்த நடவடிக்கைகளை
அன்றைய தினத்திலேயே ஆணையம் அறிந்துக்கொள்ள விழைகிறது. இதனை
நடைமுறைப்படுத்திட ஏதுவாக, கீழ்க்காணும் குறுந்தகவல்களின் மாதிரி வரையறுக்கப்பட்டுள்ளது.
இத்தகைய வடிவங்களிலேயே குறுந்தகவல்களை சம்மந்தப்பட்ட தேர்தல் அலுவலர்கள்
இவ்வாணையத்திற்கு **கைபேசி எண்: 9445430205** -க்கு அனுப்பி வைத்திட அனைத்து மாவட்ட
தேர்தல் அலுவலர்களுக்கும் தக்க அறிவுரைகள் வழங்கிடுமாறு கேட்டுக்கொள்கிறேன்.

குறுந்தகவல்கள் அனுப்பிட வேண்டிய மாதிரிகள்

வேட்புமனுத்தாக்கல் செய்யும் தேதியன்று அனுப்பவேண்டிய மாதிரி குறுந்தகவல்

District :

Name of Society :

Nominations Received : SC/ST ----- , Women(W)----- , General(G)-----,Total(T) -----.

Valid Nominations : SC/ST ----- , Women(W)----- , General(G)-----,Total(T) -----.

...2

வேட்புமனு திருடும் பெறும் நாளன்று அனுப்பவேண்டிய மாதிரி குறுந்தகவல்

District :

Name of Society :

Nominations Withdrawn : SC/ST ----- , Women(W)----- , General(G)-----,Total(T) -----

Final List of Contestants : SC/ST ----- , Women(W)----- , General(G)-----,Total(T) -----

Board of Directors

Elected Unanimously : SC/ST ----- , Women(W)----- , General(G)-----,Total(T) -----

வாக்குப்பதிவு நாளன்று அனுப்ப வேண்டிய மாதிரி குறுந்தகவல்

Total Voters ----- ,Polled-----, Percentage -----.

Elected Directors : SC/ST ----- , Women(W)----- , General(G)-----,Total(T) -----

தலைவர் / துணைத்தலைவர் தேர்தல் நாளன்று அனுப்பவேண்டிய மாதிரி குறுந்தகவல்

District :

Name of Society :

President Elected : Unanimous /Polled , Vice-President Elected: Unanimous /Polled

தேர்தல் தொடர்பான நிகழ்வுகள் முடிந்தவுடன் அன்றைய தினத்திலேயே குறுந்தகவல்கள் (SMS) மூலம் தேர்தல் அலுவலர்கள் இவ்வாணையத்திற்கு விவரங்களை அனுப்பி வைப்பதை கண்காணித்து உறுதி செய்திடுமாறு அனைத்து மாவட்ட தேர்தல் அலுவலர்களுக்கும் உரிய அறிவுரைகள் வழங்குமாறும் கேட்டுக்கொள்கிறேன்.

(ஓம்./-)
ஆணையர்.

நகல் :-

1. கூட்டுறவுச் சங்கங்களின் கூடுதல் பதிவாளர்/ தேர்தல் பார்வையாளர், சென்னை மண்டலம்.
2. கூட்டுறவுச் சங்கங்களின் இணைப்பதிவாளர் / தேர்தல் பார்வையாளர்- அனைத்து மாவட்டம்.
3. அனைத்து அலுவலர்கள், தமிழ்நாடு மாநில கூட்டுறவுச் சங்கங்களின் தேர்தல் ஆணையம்.
4. இருப்புக்கோப்பிற்கு.



Tamil Nadu State Co-operative Societies Election Commission

From Thiru. M.R. Mohan, I.A.S., (Retd) Commissioner, TamilNadu State Co-operative Societies Election Commission, 273, Anna Salai, Teynampet, Chennai-18.	To The Managing Director, ELCOT, No 692,Anna Salai, MHU Complex, Nandanam, Chennai-35
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R.C.No.49/2015 /CE1

Dated: 01.04.2015

Sir,

Sub : Tamil Nadu State Co-operative Societies Election
Commission – Computerisation of the Election Data-
Requested to Provide space in the server-Regarding.

The Government of Tamil Nadu, by its historic **Tamil Nadu Co-operative Societies (Fourth Amendment) Act, 2012 (Act No.38 of 2012)** in conformity with the provisions of the 97th constitutional amendment has added life and lease to that cardinal and cherished principle of Democratic Control by constituting the Tamil Nadu State Co-operative Societies Election Commission, as per sec.33A of Tamil Nadu Co-operative Societies Act 1983, an independent body and the first of its kind in Tamil Nadu, to conduct the elections of the Co-operatives in Tamil Nadu.

Functioning of the Commission :

The Tamil Nadu State Co-operative Societies Election Commission is functioning at the first floor building of Khamadhenu Co-operative Super Market situated at No.273, Anna Salai, Teynampet, Chennai – 18.

This commission has so far drawn up 63 Election Programmes for conducting of elections to 31,966 Co-operative societies and for conducting elections to fill up 12918 casual vacancies functioning under the control of The Registrar of Co-operative Societies and other 14 Functional Registrars starting since 4.3.2013 .

During the period of the election process, this commission has been collecting various data in respect of the individual Co-operative societies in which elections are completed and being complied then and there. Now the commission desires to make the complied data into web based data so as to obtain various consolidated reports district wise and department wise in respect of the Co-operative societies functioning state wide. Accordingly we have developed a software.

...2

It is proposed to host the software in the web to enable the Election Commission and also the 15 State Election Officers who are the Heads of the Departments, to view and to take the various consolidated designed reports from the web based software according to their requirement.

In this connection, we request you to provide a necessary hard ware support and required server space as detailed below:

The technical requirements for hosting the web based application :

Size of Site : 50 mb with Images

Hosting Platform : Linux

Server Side Programming : PHP

Web server : Apache Server 2.4.9

File Uploading : No

Audio/Video Components : No

Multilingual : No

Database backend : MySQL

Database Size : 5 GB

Database Size Growth per Year : 0.5 GB per Year

Memory : 8GB

Bandwidth : 20GB

The charges for hosting the web based software will be borne by the commission, by getting necessary funds from the government.

We therefore request you to provide adequate space in your server at an early date for hosting the software developed by our Commission.

We request for early order.

(Sd./-)

Commissioner

Copy to:

The Manager,
SDC/EDC, No.2 ,Industrial Estate ,
Perungudi, Chennai-96



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
Kamadhenu Super Market Building(1st Floor),
273, Anna Salai,
Teynampet, Chennai-600 018.

To
1. The Registrar of Co-operative
Societies
2. All Functional Registrars

Rc.No.329/2013/CE.5

Dated:21.04.2015

Sir,

Sub : Co-operative Election – Conduct of Elections of the members to the Boards and Office Bearers of Co-operative Societies in the State - Preparation of voters list and publication by Electoral Officer – Regarding.

Ref : Commission's letter Rc.No.329/2013/CE5 dated 10.06.2014.

Your kind reference is invited to the letter cited (copy enclosed) wherein the Commission had requested you to issue suitable instructions to all societies under your jurisdiction to comply with all the provisions of the Tamil Nadu Co-operative Societies Act, 1983 and the Tamil Nadu Co-operative Societies Rules, 1988 in the matter of membership of the society which forms the basis for the preparation of the members list, in other words voters list with an annexure containing some important such related provisions.

Though the Registrar of Co-operative Societies and some other Functional Registrars were kind enough to issue instructions as requested, the Commissioner, during his visits to the districts, observed that the officers at the District level and also the societies have not attached any importance and evinced no interest to the extent it requires in the preparation of the members list which forms the basis for voters list.

The Commission therefore requests you to ensure that all societies under your jurisdiction should invariably maintain the admission register/register of members up to date with all additions and deletions duly carried out without any omission.

In this connection the Commission also wants you to ensure that all these societies have furnished to you a copy of the list of members as on 31.03.2015 as required under Rule 25 (5) before 30.04.2015 without fail.

..2

A proforma detailing the books, records, registers and documents that are relevant and connected with the process of membership is also enclosed for an easy reference and understanding.

As the preparation of members list / voters list is of paramount importance in the conduct of a free and fair election, it is considered that a discussion with the societies and the concerned officials on the proper adherence of the instructions during the visits by the Commissioner, in a phased programme that will be communicated in due course, will go a long way in achieving the avowed purpose.

The Commission shall be thankful for a copy of the instructions issued by you in this regard by 30.04.2015.

(Sd./-)

Commissioner

Encl: Annexure

ANNEXURE

(R.c.329/2013/CE5/21.04.2015)

Books, records, register and documents belonging to or in the custody of the society that may be required by the Electoral Officers in preparation and finalization of Members / Voters list (Rule 52 (7g)) and to be maintained up to date

<p>(1) Whether a Register of application for Membership is maintained containing the Name and address of the Applicant, the date of receipt of application, the date of admission. In the case of refusal of admission the date of communication of the decision refusing admission (Rule 20 (1) (b)).</p> <p>(2) For Admission of members who are qualified to become members as per Sec.21 whether the membership Application in Form No.16 (Rule 27 (1)) is obtained and the procedure as laid down under Rule 27 and 31 is followed</p> <p>(3) Whether an Admission Book showing the Name and address of each member, the date of admission is maintained (Rule 20 (1) (c))</p> <p>(4) Whether the signature of the member is obtained in the column provided so as to verify the signature if need be at the time of filing of nomination</p> <p>(5) Whether the names of members who have ceased to be members by death, resignation, expulsion, transfer of shall and for any other reasons and as stated under sec 23 (2) have been deleted from the Admission Book then and there. (Sec 25, 30, Rules 35, 43)</p> <p>(6) Is there any reference to the Resolution of the Board / General Body or Authority for such deletion in the Admission Book</p> <p>(7) Whether a Register showing the list of members is maintained (Section 46)</p> <p>(8) Whether the total number of members as per the Register of members tally with the Final Audit Memorandum and the Annual Report as on the last date of the Financial Year</p> <p>(9) Whether this register of members has been kept open to inspection as required u/s 38 of the Act</p> <p>(10) Whether a list of members as on the last date of financial year has been prepared and a copy of the same has been furnished to the Registrar within one month from the close of such year as per Rule 25 (5)</p> <p>(11) While preparing the members list as required under Rule 52 (7) (a) the procedure</p>	
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adopted by the society to identify those members who, on the date thirty days prior to the date of poll were qualified in accordance with provisions of the Act, Rules and bylaws to vote at election?

- (12) What are the records that are maintained for the purpose of identifying members who are not qualified to vote? (Sec 26, Rule 38)
- (13) For the purpose of identification as in (12) above whether, among other Registers, the following registers are maintained?
- 1) **Register of overdue loans** (Rule 21 Sl.No.36)
 - 2) **Register of fore closed loans** (Rule 21 Sl.No.37)
 - 3) **Diary of due dates of loans taken by members** (Rule 21- Sl.No.20 Read with Rule 38)
- (14) Register in respect of advances taken by members and in default (**Suspense Recoverable Register or Ledger** – Rule 21 – Sl.No.21)
- (15) Register in respect of dues under credit purchases made by member and in default
- (16) Register showing the default of members in utilizing the services of the society up to the minimum level as specified in the bylaws. (Section 23 (2) (h))
- (17) Register showing the names of members who have absented themselves from attending three consecutive general meeting of the society (Sec 23 (2) (i))
- (18) Any other register to show the details of members who have ceased to be member by any of the reasons mentioned u/s 23(2) other than those as stated above and for cases of death or expulsion or permanent shifting of residence (Section 29))
- (19) Whether the bylaws have been suitably amended for the qualification, election of members of the Committee voting rights etc., in the matter of election in accordance with the Act & Rules.
- (20) **Verification of Minute Book**
In connection with the admission, expulsion, removal resignation of member.



கழுக்கம்

தமிழ்நாடு மாநில கூட்டுறவுச்சங்கங்களின் தேர்தல் ஆணையம்

அனுப்புநர்
திரு. ம. ரா. மோகன், இ.ஆ.ப.,(ஓய்வு)
ஆணையர்
தமிழ்நாடு மாநில கூட்டுறவுச்சங்கங்களின்
தேர்தல் ஆணையம்,
273, அண்ணா சாலை, தேனாம்பேட்டை,
சென்னை 600 018.

பெறுநர்
1. கூட்டுறவுச் சங்கங்களின் பதிவாளர்
மற்றும்
அனைத்து செயற்பதிவாளர்கள்

நக. 649/2015 கூதே1

நாள்: 29.04.2015

அய்யா / அம்மையர்,

பொருள்: கூட்டுறவுத்தேர்தல்- கணினி மூலம் வடிவமைக்கப்பட்ட புள்ளி விவரங்கள் -
மாநில தேர்தல் அலுவலர் சரிபார்த்தல் - User ID மற்றும் Pass Word
அனுப்பி வைத்தல் - தொடர்பாக.

பார்வை: இவ்வாணையத்தின் கடிதம் நக. 254/2015 கூதே 1 நாள் 4.03.2015

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பார்வையில் காணும் கடிதத்தில் தெரிவிக்கப்பட்டதன்படி, கணினிமூலம் தொகுக்கப்பட்ட
புள்ளி விவரங்கள் இவ்வாணையத்தில் 13.3.2015 அன்று சில குறிப்பிட்ட மாநில தேர்தல்
அலுவலர்களின் அலுவலக இரண்டாம் நிலை அலுவலர்கள் மற்றும் தொடர்புடைய
கண்காணிப்பாளர்கள் ஆகியோருக்கு

காணொளி காட்சி மூலம் மென்பொருள் மூலம் தொகுக்கப்பட்ட புள்ளி விவரங்களை எந்தெந்த
முறைகளில் கையாண்டு, எவ்வகையான படிவ அறிக்கைகள் தொகுத்து print out எடுக்க இயலும்
என்பது குறித்து விளக்கப்பட்டது.

மேலும் இச்செயல்முறை விளக்கத்தின் போது, மாவட்ட தேர்தல் அலுவலர்களால்
அளிக்கப்பட்ட 60 கலங்கள் புள்ளி விவரங்களில் அனைத்து கலங்களும் சரியாக பூர்த்தி செய்யாமை
மற்றும் தவறான விவரங்கள் அளிக்கப்பட்டதால் உரிய தொகுப்பு படிவம் விவரங்கள் ஏதுமின்றி
வெற்று படிவமாக பெறப்பட்டது குறித்தும் விளக்கப்பட்டது.

தற்போது தற்காலிகமாக ஏற்படுத்தப்பட்டுள்ள website முகவரியில் தாங்கள் login செய்து
தங்கள் கட்டுப்பாட்டின் கீழ் உள்ள கூட்டுறவுச் சங்கங்களின் தேர்தல் தொடர்பான 60 கலங்களின்
விவரம் சரிபார்த்திடவும், தேவையான அறிக்கைகளை பெறவும் முதற்கட்டமாக வழிவகை
செய்யப்பட்டுள்ளது.

- (1) இது தொடர்பாக தாங்கள் இணைய தள தொடர்புடைய கண்ணியில், 'address bar' இல் தட்டச்சு செய்ய வேண்டிய இணைய முகவரி
- (2) தங்களுக்கு ஒதுக்கீடு செய்யப்பட்டுள்ள user id, pass word / விபரம் இதனுடன் கூடிய சீலுறையில் வைக்கப்பட்டுள்ளது.

இதனை தங்களின் அலுவலக தொடர்புடைய அலுவலர்களுக்கு மட்டும் தொடர்புறுத்தி கழுக்கமாக வைத்துக்கொள்ளுமாறு அறிவுறுத்தவும் கேட்டுக்கொள்கிறேன்.

மேலும், மேலே குறிப்பிடப்பட்டுள்ள வலைதள முகவரியில் (web site address) தங்களுக்கு அளிக்கப்பட்டுள்ள User ID (மற்றும்) password ஐ பயன்படுத்தி Login செய்து, தேர்தல் நடைபெற்ற ஒவ்வொரு சங்கத்தின் 60 கலம் புள்ளி விவரங்களை, தங்கள் அலுவலகத்தில் உள்ள ஆவணங்களுடன் ஒப்பிட்டு சரிபார்த்து தவறுகள் / விடுதல்கள் இருப்பின் அது குறித்து சங்கங்கள் வாரியாக குறிப்பெடுத்துக் கொள்ளவும் தொடர்புடைய அலுவலர்களை அறிவுறுத்துமாறும் கேட்டுக்கொள்கிறேன். சங்கங்களின் புள்ளி விவரங்களில் தவறுகள் இருப்பின் உரிய திருத்தங்கள் இணையதளத்தில் மேற்கொண்டிட ஏதுவாக ஓர் ஒருங்கிணைப்பாளரை நியமித்து கண்டுபிடிக்கப்பட்ட தவறுகள் / விடுதல்கள் விவரங்களுடன் இவ்வாணையத்திற்கு அனுப்பி வைக்குமாறும் கேட்டுக்கொள்கிறேன்.

மேலும் Casual Vacancies தொடர்பான தேர்தல் புள்ளி விபரங்களை இணையதளத்தில் உள்ள படிவத்தில், பூர்த்தி செய்து அளிக்கவும், மற்றும் 4.10.2013க்கு பின்னர் நடைபெற்ற விடுபட்ட கூட்டுறவுச் சங்கங்களுக்கான தேர்தல், புதியதாக பதிவு செய்யப்பட்ட கூட்டுறவு சங்கங்களுக்கான தேர்தல், புத்துயிரூட்டப்பட்ட கூட்டுறவுச் சங்கங்களுக்கான தேர்தல் இராஜினாமா/கலைத்தல் போன்ற காரணங்களுக்காக மீண்டும் முழுமையான நிர்வாகக்குழு அமைக்க நடைபெற்றத் தேர்தல் ஆகியவற்றிற்கான 60 கலன் புள்ளி விபரங்களையும் நேரடியாக இணையதளத்தில் பதிவு செய்யுமாறும் அனைத்து மாவட்ட தேர்தல் அலுவலர்களை அறிவுறுத்துமாறும் கேட்டுக்கொள்கிறேன்.

இணைய தளத்தில் பதிவு செய்யப்பட்ட புள்ளி விபரங்களின் அடிப்படையில் தான் அறிக்கைகள் பெறப்படும் என்பதால், தங்கள் கட்டுப்பாட்டில் உள்ள கூட்டுறவுச் சங்கங்களுக்கு இதுவரை நடைபெற்றத் தேர்தல் தொடர்பான அனைத்து விபரங்களும் சரியாகவும் முழுமையாகவும் பதிவு செய்யப்பட்டுள்ளதா என்பதையும், இதற்கானப் பணியினை 31.05.2015க்குள் முடிக்கப்படுவதை உறுதி செய்து கொள்ளுமாறும் கேட்டுக்கொள்கிறேன்.

இனிவரும் காலங்களில் நடத்தப்படும் அனைத்து தேர்தல்களிலும் தொடர்புடைய கூட்டுறவுச் சங்கங்களின் 60 கலன் புள்ளி விபரங்களை, அவ்வப்போது நேரடியாக இணையதளத்தில் பதிவு செய்யவும் மாவட்டத் தேர்தல் அலுவலர்களுக்கு தக்க அறிவுரைகள் வழங்குமாறும் கேட்டுக்கொள்கிறேன்.

(ஓம்./-)
ஆணையர்.



தமிழ்நாடு மாநில கூட்டுறவுச் சங்கங்களின் தேர்தல் ஆணையம்

அனுப்புநர்
திரு. ம.ரா. மோகன்., இ.ஆ.ப., (ஓய்வு),
தமிழ்நாடு மாநில கூட்டுறவுச் சங்கங்களின்
தேர்தல் ஆணையம்,
காமதேனு சிறப்பு அங்காடி, முதல் தளம்,
273, அண்ணாசாலை,
தேனாம்பேட்டை, சென்னை-600 018.

பெறுநர்
அனைத்து செயற்பதிவாளர்கள் /
மாநில தேர்தல் அலுவலர்கள்.

ந.க.101/2013/கூ.தே-5

நாள்: 19.09.2015

ஐயா / அம்மையர்,

பாருள்: கூட்டுறவு தேர்தல் - கூட்டுறவு சங்கங்களின் நிர்வாகக்குழு உறுப்பினர்கள் தலைவர் மற்றும் துணைத் தலைவருக்கான தேர்தல் - தேர்தலுக்கான வாக்கு பெட்டிகள் கோருதல் - தொடர்பாக.

பார்வை: தமிழ்நாடு மாநில கூட்டுறவுச் சங்கங்களின் தேர்தல் ஆணையரின் கடிதம் இதே எண்ணிட்டது நாள் 05.02.2015.

பார்வையில் காணும் கடிதத்திற்கு தங்களின் அன்பான கவனத்தை விழைகிறேன். போட்டியிருக்கும் சங்கங்களில் வாக்குப்பெட்டிகளுக்கான ஏற்பாடுகளை முன்கூட்டியே செய்திட வேண்டும் என்று தெரிவித்திருந்தும் தற்போது சில மாவட்ட தேர்தல் அலுவலர்கள் அதனை கைக்கொள்ளாது தேர்தல் நடைபெறும் நாளுக்கு ஓரிரண்டு நாட்களுக்கு முன்புதான் தமிழ்நாடு மாநில கூட்டுறவுச் சங்கங்களின் தேர்தல் ஆணையத்திடம் வாக்குப் பெட்டிகள் கோருவது கவலை தருவதாக உள்ளது. இதனால் கடைசி நேரத்தில் தமிழ்நாடு மாநில தேர்தல் ஆணையத்திடமிருந்து வாக்குப் பெட்டிகளைப் பெற்று வழங்குவதில் நிர்வாக மற்றும் நடைமுறை சிக்கல்கள் உள்ளன. தேர்தலில் போட்டியிடும் வேட்பாளர்களின் இறுதி பட்டியல் தயார் செய்த நாளன்றே போட்டியிருப்பின் வாக்குப்பெட்டி வழங்கிட கோருமாறும், எந்தச் சூழ்நிலையிலும் அதிகாரப் பூர்வ வாக்குப்பெட்டிகள் இன்றி வாக்குப்பதிவு நடத்தக் கூடாது எனவும், வாக்குப்பெட்டிகள் இல்லை என்ற காரணம் காட்டி தேர்தலை நிறுத்துவது மற்றும் ஒத்திப்போடுவது ஏற்றுக்கொள்ள இயலாது என்றும், இவ்வாறு நிலை ஏற்படுமாயின் அதற்குக் காரணமானவர்கள் தகுந்த ஒழுங்கு நடவடிக்கைக்கு உட்பட நேரிடும் என்றும் அனைத்து மாவட்ட தேர்தல் அலுவலர்களுக்கும் தெரிவித்திடவும் இது தொடர்பாக தங்களால் மேற்கொள்ளப்பட்ட நடவடிக்கையினை 30.09.2015க்குள் தெரிவித்திடவும் அன்புடன் கேட்டுக்கொள்கிறேன்.

(ஓம்./-)

ஆணையர்.



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
Kamadhenu Super Market Building(1st Floor),
273, Anna Salai,Teynampet,
Chennai-18.

To
The Registrar of Co-operative
Societies.

All Functional Registrars.

Rc .NO.1590/2015/CE 1

Dated: 04.11.2015

Sir,

Sub : Co-operative Election - Election of Members and Office Bearers of the Boards of the Co-operative Societies – Reporting for the conduct of election – Certain instructions issued.

Under Rule 52 (1) (a) and Rule 53 (14) of the Tamil Nadu Co-operative Societies Rules, 1988 every society is required to report the date of expiry of the term of office of the members of the board for which election is to be held and the number of members to be elected and also to report the particulars of casual vacancy to the Election Commission.

In order to satisfy itself the authenticity and propriety of such reporting, the Election Commission in turn, has put in practice the reporting of such vacancies only through the Registrar of Co-operative Societies and other Functional Registrars under whose jurisdiction the societies are functioning.

The Election Commission observes that in many instances the reports sent by these Registrars are not complete in detail and thus making it difficult to draw up Election programme and to communicate to the concerned as and when required. Delays are also noticed in forwarding such reports and not providing sufficient days for drawing up the Election programme.

To obviate all these difficulties in holding elections, the Commission issues the following instructions to be followed without any omission:

(1) every society shall send its report as required under Rule 52(1) (a) and Rule 53(14) to the Commission with correct and complete details in the form now prescribed by the Commission which is enclosed.

...2

(2) The society shall also send three copies of such report in the form prescribed along with enclosures to the Circle Deputy Registrar or to the territorial / jurisdictional administrative officer of the respective Functional Registrar under whose jurisdiction the Co-operative Society is functioning.

(3) On receipt of the report from the society, as in (2) above the concerned administrative officer after due verification and retaining one copy in his / her office forward the remaining 2 copies to the Registrar of Co-operative Societies / Functional Registrars as the case may be within 7 days from the date of receipt.

(4) The Registrar of Co-operative Societies / Functional Registrars on receipt of the report as in (3) above, after due verification and after retaining one copy of the report, forward the remaining copy with his recommendation within 7 days from the date of receipt to the Election Commission for drawing up the Election Programme.

(5) The prescribed date lines should strictly be adhered to, so that election are conducted in time and the newly elected members assume charge on the due dates as required.

The Commission requests the Registrar of Co-operative Societies and other Functional Registrars to communicate these instructions to all the societies under their administrative control for strict observance.

The Commission shall be thankful for an action taken report positively by 13.11.2015.

**(sd./)
Commissioner.**

Encl: Proforma

Copy to: All Deputy Registrars and other respective jurisdictional / administrative officers of other functional Registrars- They are also requested to send the filled up format separately for the societies for which election programme is already sought and the programme is yet to be given by the election commission.

FORM

(See clause (a) of sub rule (1) of rule 52 and sub rule(14) of rule 53 of the TamilNadu Co-operative Societies Rules, 1988)

To
The TamilNadu State Co-operative Societies
Election Commission
Chennai.

We send herewith the proposal for the conduct of election of members of the board of our society as required under clause (a) of sub- rule (1) of rule 52 together with necessary enclosures.

1. Full Name of the society with Registration Number :
2. Address of the Society :
 - a) Head Quarters
 - b) Name of the Village / Town
 - c) Panchayat Union in which the village situated
 - d) Taluk
 - e) District
 - f) Phone
3. Type of Society : Apex / Central / Primary
(See sub rule (5), (9)and (21) of Section 2)
4. Name of the Concerned :
 - a) Administrative Department
 - b) Designation of the Head of the Department
5. Name of the Circle /District / Region to which the society belongs :
6. Designation of the Jurisdictional / Administrative officer exercising the power of the Register in respect of the Society with address :
7. (a) Date of last election of members of the existing board :
(b) Date of last Election of Office Bearers of the Board
8. Date of expiry of the term of office of the elected members of the existing board. :
9. In the case of Administrator----- :
 - a) Date of appointment of Administrator (see clause (iv) of sub sec (1) of sec 88)
 - b) Date of Expiry of period of Administrative (see sub sec (5) of sec 88 and sub sec (2) of sec 89)
10. In the case of interim board ---- :
 - a) Date of continuation of interim board

- b) Date of expiry of the period of the interim board (see sub clause (i) of clause (d) of sub section (1) and sub-section (2) of sec 13 and the fifth proviso to sub sec (1) of sec 33 and clause (ii) of sub sec (1) of sec 89).
11. In the case of restoration u/s 142, :
 details of order u/s 142
12. Strength and composition of the board :
 to be elected
 (Women, SC/ST, General)
13. Details of constituencies if any :
14. The details of the restoration of the :
 Board / Administrative / Interim Board /
 Liquidator (u/s 142) for the conduct of
 election.
15. In the case of Casual Vacancies :
 a) Name of the Vacancy : Director/
 President / Vice- President
 b) Date of occurrence
 c) Whether the remaining term of
 office board is not less than half
 of its original term.
 (see second proviso to sub
 clause (ii) of clause (c) sub sec
 of Sec 33)

I / We declare that the information given above including those in the enclosure are correct to the best of my / our knowledge.

For and on behalf of Society

Place : President /
 Date : Chief Executive / Secretary /
 Administrator / Liquidator

Three certified copies to Jurisdictional officer exercising the power of the Registrar.

Enclosure:

- (1) Order / notification for the classification of Apex / Central / Primary
- (2) Copy of bye-laws relating to the strength composition and constituencies for the election of members of the board and office bearers
- (3) Copy of the resolution for the conduct of election
- (4) Copy of the Order of Appointment of Administrator
- (5) Copy of the order of constitution of Interim Board
- (6) Copy of the order for restoration u/s 142



தமிழ்நாடு மாநில கூட்டுறவுச் சங்கங்களின் தேர்தல் ஆணையம்

அனுப்புநர்
திரு. ம.ரா. மோகன். இ.ஆ.ப., (ஓய்வு),
ஆணையர்,
தமிழ்நாடு மாநில கூட்டுறவுச் சங்கங்களின் தேர்தல்
ஆணையம், 273, அண்ணாசாலை,
தேனாம்பேட்டை, சென்னை-600 018.

பெறுநர்
அனைத்து மாவட்ட தேர்தல்
அலுவலர்கள்

ந.க.1590/2015/கூ.தே-1

நாள்:19.11.2015

அய்யா/அம்மையர்,

பொருள்: கூட்டுறவுத் தேர்தல் – மாவட்டத் தேர்தல் அலுவலருக்கு
தேர்தல் தொடர்பான வழிகாட்டுதல் மற்றும் அறிவுரைகள்
வழங்குதல் – தொடர்பாக.

1988ம் ஆண்டு தமிழ்நாடு கூட்டுறவுச் சங்கங்களின் விதி எண் 52(1) (b) மற்றும் 52-A(4)ன்படி ஆணையத்தால் அறிவிக்கப்பட்ட தேர்தல் திட்டத்தில் கண்ட சங்கங்களின் தேர்தல்களை நடத்த மாவட்டத் தேர்தல் அலுவலர் அனைத்து நடவடிக்கைகளையும் மேற்கொள்ளுவதுடன் அத்தேர்தல்களை நடத்த ஒத்துழைத்து, மேற்பார்வையும் செய்வதுடன் தேர்தல் ஆணையத்தால் மாவட்டத் தேர்தல் அலுவலருக்கு ஒப்படைக்கப்பட்ட இதர செயல்பாடுகளையும் செய்திடல் வேண்டும் என்பதையும் மாவட்ட தேர்தல் அலுவலரால் நியமிக்கப்பட்ட தேர்தல் அதிகாரிகள் (Electoral Officer மற்றும் Election Officer) தேர்தல் ஆணையத்தின் கண்காணிப்பு, உத்தரவு மற்றும் கட்டுப்பாட்டுக்குட்பட்டு மற்றும் மாநில தேர்தல் அலுவலர் மற்றும் மாவட்டத் தேர்தல் அலுவலரின் கண்காணிப்பு மற்றும் வழிகாட்டுதலின் கீழ் சட்டம் மற்றும் விதிகளில் கண்டுள்ளவாறும், தேர்தல் ஆணையத்தால் அவ்வப்போது வழங்கப்படும் உத்தரவுகள் அல்லது வழிகாட்டுதல்களின்படியும் சரியான முறையில் தேர்தல்கள் நடத்துவதற்கு சட்டபூர்வமான கடமைகளுக்குட்பட்டவராவர் என்பதையும் மாவட்டத் தேர்தல் அலுவலர்களாகிய நீங்கள் நன்கு அறிவீர்கள்.

கூட்டுறவுத் தேர்தல்கள் தொடர்ந்து நடைபெறும் நிகழ்வாகும் என்பதனை ஆணைவரும் அறிவர் (Continuous Process). எனவே அவ்வப்போது உங்களால் நியமிக்கப்படும் தேர்தல் அலுவலர்கள் அனைவரும் தங்களது சட்டபூர்வ கடமைகள் மற்றும் பொறுப்புகள் அனைத்தையும் முற்றிலும் அறிந்திருப்பார்கள் எனக் கொள்ள இயலாது. இந்நிலையில் அவர்களது சட்டபூர்வ கடமைகளையும் பொறுப்புகளையும் அவர்கள் தங்களது பணி ஆணைகளைப் பெற்றிடும்போதோ அறிந்திருப்பதும், கட்டாயமாக அறியச் செய்வதும் மிகவும் அவசியமானதாகும்.

இவ்வகையில் மாவட்டத் தேர்தல் அலுவலரால் வழங்கப்படும் தேர்தல் அலுவலர்களுக்கான (Electoral Officer and Election Officer) நியமான ஆணையுடன் அவர்களுக்குத் தெரிவிக்கவேண்டிய முக்கியமான வழிகாட்டுதல்கள் மற்றும் அறிவுரைகளும் தனியாக வழங்கிட வேண்டியது அவசியமென்று தேர்தல் ஆணையம் கருதுகின்றது.

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எனவே இத்துடன் இணைக்கப்பட்ட வழிகாட்டுதல்கள் மற்றும் அறிவுரைகளை மாவட்ட தேர்தல் அலுவலர்களால் வழங்கப்படும் தேர்தல் அலுவலர்களின் நியமன ஆணையுடன் கண்டிப்பாக சேர்த்து வழங்கிட அறிவுறுத்தப்படுகிறது.

இதனைப் பெற்றுக் கொண்டதற்கான தங்களது ஒப்புக்கையினை (acknowledgement) மாநிலத் தேர்தல் ஆணையத்திற்கு 30.11.15க்குள் அனுப்பிடவும் கேட்டுக்கொள்ளப்படுகிறது.

(ஓம்./-)
ஆணையர்

நகல்:

மாநில தேர்தல் அலுவலர்கள்,
தங்கள் கட்டுப்பாட்டின் கீழ்வரும் அனைத்து மாவட்டதேர்தல் அலுவலர்களுக்கும் இது தொடர்பான உரிய அறிவுரைகள் வழங்கிட கேட்டுக்கொள்ளப்படுகிறது.



தமிழ்நாடு மாநில கூட்டுறவுச் சங்கங்களின் தேர்தல் ஆணையம்

அனுப்புநர்
திரு. ம.ரா. மோகன். இ.ஆ.ப., (ஓய்வ),
ஆணையர்,
தமிழ்நாடு மாநில கூட்டுறவுச் சங்கங்களின் தேர்தல்
ஆணையம்,
273, அண்ணாசாலை,
தேனாம்பேட்டை, சென்னை-600 018.

பெறுநர்
அனைத்து மாவட்ட தேர்தல்
அலுவலர்கள்

ந.க.1590/2015/கூ.தே-1

நாள்: 20.11.2015

அய்யா/அம்மையர்,

பொருள்: கூட்டுறவுத் தேர்தல் – மாவட்டத் தேர்தல் அலுவலருக்கு
தேர்தல் தொடர்பான வழிகாட்டுதல் மற்றும் அறிவுரைகள்
வழங்குதல் – தொடர்பாக.

அண்மைக்காலத்தில் கூட்டுறவுத்தேர்தல்கள் நடத்துவது தொடர்பான ஒரு சில நிகழ்வுகள் பற்றி தேர்தல் ஆணையம் உயர்நீதிமன்றத்தில் தொடர்பும் நீதிப்பேராணை மனுக்கள் (Writ Petitions) மூலம் அறியவருகிறது.

பொதுவாக மாவட்டத்தேர்தல் அலுவலர்கள் அனைவரும் இதுகாறும் தங்களுடைய தேர்தல் பணிகளை திறம்பட ஆற்றி தேர்தல்களை சுதந்திரமாகவும் நேர்மையாகவும் நடத்திவரும் நிலையில், இம்மாதிரியான சில நிகழ்வுகள் கவலைதருவதாக அமைவதுடன், ஆணையத்தின் சட்டபூர்வ செயல்பாடுகளில் குறுக்கீடு செய்வதாகவும் அமையும்.

எனவே, இவ்வகையான நிகழ்வுகளுக்கு சிறிதும் இடம் தராது கூட்டுறவுத்தேர்தல்களை கூட்டுறவுச்சட்டம் மற்றும் விதிகளுக்குப்பட்டு நேர்மையாகவும் சுதந்திரமாகவும் அமைதியாகவும் (Free, Fair and Peaceful) நடத்திட மாவட்டத் தேர்தல் அலுவலர்கள் அனைவரும் ஏற்கனவே ஆணையத்தின் பல்வேறு கட்டளைகள், வழிகாட்டுதல்கள் மற்றும் அறிவுரைகள் மூலம் அறிவுறுத்தப்பட்டுள்ளனர். இருப்பினும்

அவற்றுடன் கீழ்வரும் அறிவுரைகளையும் கண்டிப்பாகக் கைக்கொள்ள மாவட்ட தேர்தல் அலுவலர்கள் அறிவுறுத்தப்படுகிறார்கள்.

- 1) தேர்தல் ஆணையத்தால் மின்னஞ்சல் (E.mail) வழி அனுப்பப்படும் தேர்தல் திட்டம் பெற்றவுடன் தேர்தல் அறிவிக்கை (Election Notification) செய்திடல் வேண்டும்.
- 2) தேர்தல் நடத்துவதற்கு நியமிக்கப்படும் அலுவலர்களின் நியமன ஆணை உரிய முறையில் இருத்தல் வேண்டும்.
- 3) தேர்தல் பணி ஆணைகள் பெற மறுக்கும் அல்லது தவிர்க்கும் அலுவலர்கள் மீது உரிய

ஒழுங்கு நடவடிக்கை மேற்கொள்ள சம்பந்தப்பட்ட அலுவலரைக் கேட்டுக்கொள்வதுடன், அது தொடர்பாக மாநில தேர்தல் ஆணையருக்கும் தேர்தல் ஆணையத்திற்கும் அறிக்கை அனுப்பவேண்டும்.

- 4) தேர்தல் நடவடிக்கைகள் எவ்வகையிலும் எந்நிலையிலும் பாதிக்கப்படாது, தொடர்ந்து நடைபெற மாற்றுத் தேர்தல் அலுவலர்களையும் நியமனம் செய்யவேண்டும்.
- 5) தேர்தல் அலுவலரால் தேர்தல் நிறுத்தப்படும்போது நிறுத்தப்படுவதற்கான காரணங்கள் சட்டப்படி முறையானது தானா என்று பரிசீலனை செய்யவேண்டும்.
- 6) தேர்தல் பணிக்கு நியமிக்கப்பட்ட அலுவலர்கள், மாவட்டத் தேர்தல் அலுவலரால் அறிவிக்கை செய்யப்பட்ட இடங்களில், நாட்களில், நேரங்களில் இருக்கிறார்களா? அவர்களுக்கான பணிகளைச் செய்கிறார்களா? என்பதினை உறுதி செய்வதுடன் அவர்கள் பணியினை மேற்பார்வையிடுதலும் வேண்டும்.
- 7) தேர்தல் பணிக்கு நியமிக்கப்பட்ட அலுவலர்கள் ஆணையத்தின் ஒழுங்குமுறை என்றும் கட்டுப்பாடுகளுக்குள் அமைகின்றனர் என்பதைக் கருத்தில் கொண்டு மாற்று ஏற்பாடுகளை மேற்கொள்ளாது விருப்பம்போல் விடுப்பில் செல்லவோ, தகவல் இன்றி இருக்கவோ அனுமதித்தல் கூடாது.
- 8) தேர்தல் நடவடிக்கைகளின்போது ஏற்படும், ஏற்பட்ட இடையூறுகள், பிரச்சினைகள், தகராறுகள் போன்றவற்றை சில சமயங்களில் நாளேடுகள் மற்றும் உயர்நீதி மன்றத்தில் தொடர்பும் வழக்குகள் மூலம் மட்டுமே அறியவருகிறது. எனவே, இது பற்றி தகவல்களை விபரங்களை மாநிலத் தேர்தல் அலுவலருக்கும் மாநிலத்தேர்தல் ஆணையத்திற்கும் உடனுக்குடன் தெரியப்படுத்தவேண்டும்.
- 9) தேர்தல் நடவடிக்கைகள் எந்நிலையிலும் குறுக்கீடு செய்யப்படலாம், அல்லது தடுக்கப்படலாம் எனும் நிலை இருக்குமென்றால் அதனை முன்கூட்டியே அறிந்து (Intelligence) அல்லது பொதுவாக நிலவும் சூழ்நிலையினைக் கருத்திற்கொண்டு காவல் துறைக்கு தெரிவித்து உரிய பாதுகாப்பு ஏற்பாடுகளை முன்கூட்டியே மேற்கொள்ளவேண்டும், சம்பவத்திற்கு பின்னர் காவல்துறையை நாடுவதும் இதனைக் காரணம் காட்டி தேர்தலை தன்னிச்சையாக நிறுத்துவதும் முற்றிலும் கூடாது.
- 10) தேர்தல் முடிவுற்றபின் தேர்தல் ஆவணங்களை முறையாக ஒப்படைத்தலையும், பாதுகாப்பாக வைத்திருத்தலையும் உறுதி செய்தல் வேண்டும்.
- 11) தேர்தல் பணிகள் தொடர்பாக, விதி 52 மற்றும் 53லும், தேர்தல் ஆணையத்தாலும் சொல்லப்பட்ட சட்டபூர்வ அறிக்கைகளை அவ்வவ்வபோது அனுப்பப்படுவதை உறுதி செய்யவேண்டும்.

(ஒம்./-)
ஆணையர்

நகல்:

மாநில தேர்தல் அலுவலர்கள்,
தங்கள் கட்டுப்பாட்டின் கீழ்வரும் அனைத்து மாவட்ட தேர்தல் அலுவலர்களுக்கும் இது தொடர்பான உரிய அறிவுரைகள் வழங்கிட கேட்டுக்கொள்ளப்படுகிறது.

தேர்தல் அலுவலர்களுக்கான வழிகாட்டுதல்கள் மற்றும் அறிவுரைகள்
(Guidelines and Instructions)

- 1) தேர்தல் பணி தொடர்பான பணி அமர்த்தல் ஆணைகள் சட்டபூர்வமானது. அதை பெற மறுப்பதோ, அதன்படி செயல்பட மறுப்பதோ, துறை அளவு ஒழுங்கு நடவடிக்கை மற்றும் குற்றவியல் நடவடிக்கைக்கும் உட்பட்டதாகும்.
- 2) தேர்தல் பணிக்கு நியமனம் செய்யப்பட்டவர்கள் கூட்டுறவுச் சங்க நிர்வாகக்குழு உறுப்பினர்கள் மற்றும் தலைவர் / துணைத்தலைவர் தேர்தல் தொடர்பாக 1988-ம் ஆண்டு தமிழ்நாடு கூட்டுறவுச் சங்கங்களின் விதி 52 மற்றும் விதி 53 மற்றும் இது தொடர்பாக மாநிலத்தேர்தல் ஆணையம் வெளியிட்டுள்ள கையேடுகள் ஆகியவற்றை முழுவதும் படித்து அதன்படி செயலாற்றுவதல் வேண்டும்.

(சட்டம் விதிகள், மற்றும் ஆணையத்தின் கையேடுகள், சுற்றறிக்கைகள் பற்றிய விவரங்களை ஆணையத்தின் இணையதளம் – www.coopelction.tn.gov.in – வழி அறிந்துகொள்ளலாம்.)

- 3) தேர்தல் பணிக்கு நியமனம் செய்யப்பட்டவர்கள் தேர்தல் ஆணையத்தின் கண்காணிப்பு, கட்டளை மற்றும் கட்டுப்பாட்டிற்குட்பட்டு மற்றும் மாநில தேர்தல் அலுவலர் மற்றும் மாவட்ட தேர்தல் அலுவலரின் கீழான மேற்பார்வை மற்றும் வழிகாட்டுதலுக்குட்பட்டு சட்டம் மற்றும் விதிகளில் கண்டுள்ளவாறும், தேர்தல் ஆணையத்தால் அவ்வப்போது வழங்கப்படும் இதர உத்திரவுகள் மற்றும் வழிகாட்டுதல்கள் படியும் சரியான முறையில் தேர்தல்கள் நடத்துவதற்கு சட்டப்பூர்வமாக கடமைப்பட்டவராவர்.
- 4) விதி 52-(5)-ன்படி தேர்தல் பணிக்கு அமர்த்தப்பட்டவர்கள் அ த்தேர்தல் குறித்து அறிவிப்பு செய்யப்பட்ட தேதி முதல் மற்றும் அத்தகைய தேர்தல்கள் முடியும் வரை தேர்தல் ஆணையத்தின் கட்டுப்பாடு, மேற்பார்வை மற்றும் ஒழுங்கு முறைக் (Discipline) குட்பட்டவர்கள் ஆவர். அவர்கள் அக்காலத்தில் அயல்பணிக்கு (Deputation) அனுப்பப்பட்டவராகக் கருதப்படுவர். எனவே, தேர்தல் பணிக்காலத்தில் தேர்தல் ஆணையத்தின் அனுமதி இன்றி தேர்தல் பணியினைப் புறக்கணித்து எவ்வித விடுப்பிலும் செல்ல இயலாது.
- 5) சம்பந்தப்பட்ட சங்கங்களில் தேர்தல் தொடர்பான ஏற்பாடுகள் அனைத்தும் முழுமையாக மேற்கொள்ளப்பட்டுள்ளதை முன்கூட்டியே சென்று உறுதி செய்தல் வேண்டும். தனது பணி தொடர்பான அனைத்து விவரங்களையும் இதற்கென ஓர் குறிப்பேடு (Diary) வைத்து அதில் பதிவு செய்தல் வேண்டும்.
- 6) வாக்காளர் பட்டியல் அலுவலர் (Electoral Officer) மற்றும் தேர்தல் அலுவலர் (Election Officer) தங்களது நியமன ஆணைப்படி தங்களுக்கான சங்கங்களுக்கு தேர்தல் அறிவிப்பில் (Election Notification) கண்டுள்ளவாறு அறிவிக்கப்பட்ட இடங்களில், அறிவிக்கப்பட்ட நாட்களில், அறிவிக்கப்பட்ட நேரங்களில் கண்டிப்பாக இருத்தல் வேண்டும். தங்களைத் தொடர்பு கொள்ளும் வகையில் தங்களது கைபேசி எண்களை மாவட்ட தேர்தல் அலுவலர், மாநில தேர்தல் அலுவலர் மற்றும் மாநில தேர்தல் ஆணையத்திற்கு நியமன ஆணை பெற்றவுடன் தெரிவித்திட வேண்டும்.

- 7) இனம் (6)-ல் சொல்லப்பட்டதை உறுதிப்படுத்தும் விதமாக பணி தொடங்குவதற்கு முன்னர் தனது 'அலைபேசி' மூலம் அல்லது சங்கம் மூலமாக, தான் பணி இடத்தில் இருக்கும் தகவலை மாவட்ட தேர்தல் அலுவலர், மாநில தேர்தல் அலுவலர் மற்றும் மாநில தேர்தல் ஆணையத்திற்கு கண்டிப்பாகத் தெரிவித்திட வேண்டும்.
- 8) இது போன்று அன்றாடம் அறிவிக்கப்பட்ட பணி முடிவுற்ற பின்னரும் இனம் (7)-ல் குறிப்பிடப்பட்டோருக்கு தகவல் தெரிவித்திட வேண்டும்.
- 9) வாக்காளர் பட்டியல் வெளியிடுதல், திருத்தம் மேற்கொள்ளப்பட்ட இறுதி வாக்காளர் பட்டியல் வெளியிடுதல், வேட்பு மனு தாக்கல், பரிசீலனை, தகுதியுள்ள வேட்பாளர் பட்டியல் வெளியிடுதல், இறுதி வேட்பாளர் பட்டியல் (படிவம்-20) வெளியிடுதல், ஆகிய ஒவ்வொரு தேர்தல் பணியும் அதற்கென நிர்ணயிக்கப்பட்ட காலம் முடிவுற்ற உடன் 9445430205 என்ற ஆணையத்தின் அலைபேசி எண்ணிற்கு குறுந்தகவல் (SMS) கண்டிப்பாக அனுப்பிட வேண்டும்.
- 10) போட்டி இருந்து வாக்குப்பதிவு இருப்பின் வாக்குப்பதிவிற்கு முந்தைய நாள் அதற்கான இடம், வாக்குப்பெட்டி (Ballot Box) வாக்குச் சீட்டு (Ballot Papers) போன்றவற்றை தயார் நிலையில் வைத்திருக்கும் தகவல் தெரிவித்திட வேண்டும்.
- 11) வாக்குப்பதிவு அன்று வாக்குப்பதிவு தொடங்கும் நேரமும், தொடங்கிய பின்னர் ஒவ்வொரு மணி தோறும் பதிவாகிய வாக்குகள் விவரமும், வாக்குப்பதிவு முடிவுற்றபின் முடிவுற்ற நேரம் பற்றியும் தகவல் தெரிவிக்க வேண்டும். வாக்கு எண்ணுகையின்போது, ஆரம்பிக்கப்பட்ட நேரம், முடிவுகள் அறிவிக்கப்பட்ட நேரம் ஆகியவை அவ்வப்போது தெரிவிக்கப்பட வேண்டும்.
- 12) ஒவ்வொரு தேர்தல் நடவடிக்கை முடிவுற்ற பின்னர் உரிய சட்டபூர்வ அறிக்கைகளை மாவட்ட தேர்தல் அலுவலர், மாநில தேர்தல் அலுவலர் மற்றும் மாநில தேர்தல் ஆணையத்திற்கு உடனுக்குடன் அனுப்பிடல் வேண்டும். (ஆணையத்தின் e-mail ID - tncoopelectcomn@gmail.com)
- 13) தேர்தல் பணியின் போது எந்த ஒரு நிலையிலும் அசாதாரணமாக ஏற்படும் உடல்நிலை பாதிப்பினாலோ, வேறு ஏதேனும் மிகவும் தவிர்க்க முடியாத காரணத்தினாலோ தேர்தல் பணியில் தொடர்ந்து ஈடுபட முடியாத நிலை ஏற்படுமானால், மாற்றுத் தேர்தல் அலுவலர் (Alternative Election Notification) மூலம் அப்பணியினைத் தொடர்ந்து நடத்துவதற்கான ஏற்பாடுகளை மாவட்ட தேர்தல் அலுவலர் மூலமாக செய்திடல் வேண்டும்.
- 14) உடல் நலக்குறைவு போன்ற காரணங்களை திடீரென தெரிவித்து உரிய அறிவிப்பு மற்றும் மாற்று ஏற்பாடுகளை உறுதி செய்யாது தேர்தல் நடத்துவதை முடக்கம் செய்தால் கடுமையான ஒழுங்கு நடவடிக்கை மேற்கொள்ளப்படும்.
- 15) விதி 18 (a) -ல் சொல்லப்பட்டபடி கலகம் (Riot) அல்லது வெளிப்படையான வன்முறை (Open Violence) இயற்கை சீற்றத்தால் பேரிழப்பு ஆகிய காரணங்களில் ஏதாவது ஒன்று இருந்தால் மட்டுமே தேர்தல் நிறுத்தப்படலாம். இவ்வாறு தேர்தலை நிறுத்தினால் அதனை உடன் அறிவிப்புச் செய்வதுடன் மாவட்ட தேர்தல் அலுவலர், மாநில தேர்தல் அலுவலர் மற்றும் மாநில தேர்தல்

ஆணையத்திற்கு அறிவித்தல் வேண்டும். தேர்தல் அலுவலரால் இதற்கு மாறாக வேறு எக்காரணம் கொண்டும் தேர்தல் கண்டிப்பாக நிறுத்தப்படக்கூடாது. அவ்வாறு தேர்தல் நிறுத்தும் அலுவலர் மீது கடுமையான ஒழுங்கு நடவடிக்கைக்கு உட்படுத்தப்படுவார்.

16) தேர்தல் பணிகள் முடிவுற்ற பின்னர் அனைத்து தேர்தல் ஆவணங்களையும் (Election Records) மாவட்ட தேர்தல் அலுவலர் அல்லது அவரால் அதிகாரம் அளிக்கப்பட்டவரிடமோ முறையாக ஒப்படைத்தல் வேண்டும்.

17) தவிரவும் சட்டம், விதிகள் மற்றும் தேர்தல் ஆணையத்தின் அறிவுரைகளுக்குட்பட்டு, தங்களுக்கு ஒப்படைக்கப்பட்ட தேர்தல் பணிகளை நியாயமாகவும், சுதந்திரமாகவும் (Free and Fair) இந்த அலுவலர்கள் கண்டிப்பாக நடத்திட வேண்டும். தவறியைப்போர் துறை அளவிலான கடும் ஒழுங்கு நடவடிக்கைக்கு உட்படுவதுடன், தமிழ்நாடு கூட்டுறவுச் சங்கங்களின் சட்டம் பிரிவு 157-ன் கீழும் நடவடிக்கைக்கும் உட்படலாம்.

(ஓம்/-)
ஆணையர்



Tamil Nadu State Co-operative Societies Election Commission

From
Thiru. M.R. Mohan, I.A.S., (Retd)
Commissioner,
TamilNadu State Co-operative Societies
Election Commission,
Kamadhenu Super Market Building(1st Floor),
273, Anna Salai,Teynampet, Chennai-18.

To
All District Election Officers

Rc.No.3944/2013/CE.5

Dated: 30.11.2015

Sir,

Sub : Co-operative Election – Conduct of Elections to the Members of the Boards and Office Bearers of Co-operative Societies in the State - Preservation of Election Records – Maintenance of Register of Election Records – Regarding.

Ref : Commission's letter Rc.No.3944/2013/CE5 dated 11.09.2014.

The Commission wishes to draw your kind attention to Rule 52(22)(a)(b) and (c) and Rule 53(13)(a)(b) and (c) of the Tamil Nadu Co-operative Societies Rules, 1988, which deal with the procedure regarding handing over, custody and disposal of the election records.

In the matter of destruction of election records Rule 52 (22) (b) and (c) and Rule 53 (b) and (c) state that the election records shall be preserved for a minimum period of one year from the date of declaration of election and shall be destroyed after one year, only when there is no election dispute and if there is any election dispute is referred to the Registrar till the date of final disposal of the dispute, whichever is later.

In view of the above the Commission issues the following guidelines in the matter of preservation and destruction of records.

- (1) The District Election Officers before ordering for the destruction of records of a particular society as mentioned under Rules 52(22)(b) and (c) and Rule 53(13)(b) and (c) shall ascertain that no Election Disputes under section 90 are pending before any of the officers who are empowered to entertain the dispute and that no other election related cases or Writ Petitions in respect of that society are pending before any other judicial forums including High Courts and Supreme Court.

...2

- (2) District Election Officers after satisfying that there are no disputes or cases pending as mentioned under (1) above and that their retention is no longer necessary may order for the destruction of records of such society as outlined under Rule 52(22)(b) and (c) and Rule 53 (13)(b) and (c).
- (3) The details of the destruction of records in respect of every society shall be recorded in the Register of Election Records now being maintained by the District Election Officer with his specific orders for the destruction and with his certificate for the non-pendency of disputes and cases and duly signed by him.

You are requested to acknowledge positively by 07.12.2015

(Sd./-)

Commissioner.

Separately

Copy to

1. All State Election Officers—
With a request to issue appropriate instructions to all the District Election Officers under their administrative control and to send a copy of such instructions to the Commission by 07.12.2015
2. To stock File