

Date: 11.05.2022

From:-

Hari Mangal Singh,

Retd. District Judge,

Returning Officer, Election of the Office Bearers and

Members of Executive Committee, UPBA - 2022,

Office of the Returning Officer, UPBA,

Conference Hall, U.P. Badminton Academy Campus,

Vipin Khand, Gomti Nagar, Lucknow.

**PROCESS AND SCHEDULE FOR THE CONDUCT OF ELECTIONS OF THE
OFFICE BEARERS AND MEMBERS OF EXECUTIVE COMMITTEE, UPBA - 2022**

The undersigned being duly appointed as Returning Officer for conducting the Elections of the Office Bearers and Members of Executive Committee, Uttar Pradesh Badminton Association (UPBA) has perused the Memorandum of Association of UPBA and hereby notifies that **The Elections of the Office Bearers and Members of Executive Committee, UPBA - 2022 shall be done by secret ballot during the Annual General Meeting (AGM) of the UPBA on 12th of June, 2022 (Sunday) scheduled to be held at Hotel Best Western Sagar Sona, Near Fun Republic Mall, Lohia Path, Eldeco Greens, Gomti Nagar, Lucknow, Uttar Pradesh at 01:00 pm** in accordance with the procedure prescribed hereinafter. The conduct of the said elections will be governed by the following procedure:-

1. Electoral College:

- (i) Each District unit affiliated to UPBA, which has conducted the UP and Inter District Championship will have two votes and the other districts of UPBA will have one vote at the said elections.
- (ii) For the purpose of sub-clause (i), each affiliated district unit shall be represented by the two or one member(s) (as the case may be) authorized by the President / Secretary of the affiliated unit.
- (iii) Names of the representative(s) of affiliated District units of UPBA as mentioned in the list prepared in terms of Rule 13 of the Constitution / Memorandum of UPBA and available on the records of the society in the shape of "List of Members of Uttar Pradesh Badminton Association for (District Badminton Associations affiliated to Uttar Pradesh Badminton Association)", which list stands submitted with the Registrar of Firms, Societies and Chits, Lucknow, on 07.04.2021 i.e. after the last Annual General Meeting shall form the electoral college for this election. However, it

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shall be open for the affiliated district units to make any change in the name and address of their representative(s) i.e. President / Secretary / other office bearer, provided that such intimation in writing made by the President / Secretary of the concerned district unit is received by the Hony. Secretary, UPBA latest by **4 PM on 24th May, 2022**.

- (iv) The Hony. Secretary, UPBA shall immediately thereafter incorporate the changes, if any, in the names of the representative(s) of the district association and prepare a final list of the authorized representative(s) of the district units and furnish a duly authenticated copy of the said list to the Returning Officer and also publish the same on official website of UPBA and also affix it at a conspicuous place in the office of the UPBA at Lucknow on 24th May, 2022.
- (v) The list so provided by the Hony. Secretary, UPBA to the Returning Officer shall form the Electoral College for this election.

2. Nomination of Candidates:

- (i) The nomination of a candidate for election as Office Bearer or Member of Executive Committee, UPBA shall be made in **Form-1** (copy enclosed).
- (ii) The nomination of a candidate for election as Office Bearer or Member of Executive Committee, UPBA shall be proposed by one of the representatives of district units and also subscribed by 1 (one) such representative as seconder.
- (iii) Each nomination paper shall be delivered to the Returning Officer on **25th May 2022 and 26th May, 2022 between 11.00 AM to 01.00 PM** at the office of the Returning Officer, UPBA, Conference Hall, U.P. Badminton Academy Campus, Vipin Khand, Gomti Nagar, Lucknow.
- (iv) No person shall be eligible to nominate more than one candidate for the same post, either as proposer or seconder and, if he so does, his/her signature on the nomination papers delivered second in point of time to the Returning Officer shall be deemed to be inoperative.
- (v) No person shall be permitted to withdraw his/her name as proposer / seconder, once the nomination papers subscribed by him/her has been delivered to the Returning Officer.

3. Scrutiny of Nominations:

- (i) On **27th June 2022 at 11.00 AM**, the Returning Officer in his office at Conference Hall, UPBA Office at U.P. Badminton Academy Campus, Vipin Khand, Gomti Nagar, Lucknow shall scrutinize each nomination paper, one by one, received by him and determine its validity or otherwise.
- (ii) At the scrutiny of nominations, each candidate or one of his/her authorized representative shall have the right to be present and raise any objection in relation to nomination of a candidate for the post for which he/she has filed his/her nomination.

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- (iii) As soon as may be, after the scrutiny of all nomination papers has been completed by him, the Returning Officer shall prepare a list of validly nominated candidates and the Contesting Candidates can take a copy of the same from the Returning Officer.

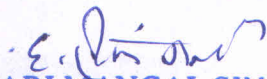
4. Withdrawal of candidatures:

- (i) Each candidate whose nomination has been found valid on scrutiny shall be entitled to withdraw his/her candidature on **28th May, 2022** between 11 am to 1 pm.
- (ii) Notice of withdrawal of candidature shall be submitted either by the candidate himself/ herself or by a person duly authorized by him/her in writing.
- (iii) Notice of withdrawal of candidature shall be final and shall not be allowed to be cancelled.
- (iv) On **28th May, 2022**, the Returning Officer shall prepare the final list of contesting candidates, display a copy of the said list in conspicuous place in his office at Conference Hall, UPBA Office at U.P. Badminton Academy Campus, Vipin Khand, Gomti Nagar, Lucknow and on the UPBA website and also furnish a copy of the same to each of the candidates / their authorized representatives, if they so demand.
- (v) The names of the contesting candidates shall be arranged, for each post, in alphabetical order according to English alphabets.
- (vi) The list of nominations so received by the Returning Officer shall be advised to all the affiliated organizations on **4th June, 2022** i.e. seven days before the Annual General Meeting.

5. Uncontested Returns; and Contested Elections:

- (i) Where the number of contesting candidates for any post is equal to the number of posts to be filled, all such contesting candidates shall be deemed to be duly elected unopposed to those posts, and it shall not be necessary to take a poll for election to such post.
- (ii) Where the number of contesting candidates for any post or category of post, is more than the number of posts to be filled, a poll shall be taken by secret ballot for the posts remaining unfilled.
- (iii) The ballot papers for these posts remaining unfilled shall be made individually for each post.
- (iv) The names of contesting candidates on the ballot papers for each post shall appear in alphabetical order according to English alphabets.

6. Poll:


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- (i) The Poll for the posts remaining unfilled under clause 5(ii) above shall be taken post-wise at 1:30 pm on the **12th June, 2022** during the AGM of UPBA at the venue of the AGM.
- (ii) At the poll, each authorized representative of the district units, whose name is included in the list of authorized representatives of the district units as submitted by the Hony. Secretary, UPBA, shall be entitled to –
 - (a) cast one vote for each of the posts remaining unfilled, where only one such seat is to be filled;
 - (b) Cast as many votes as are the number of seats to be filled for any post, where more than one seat is to be filled.
- (iii) In case any voter casts his/her vote for more than one candidate or for more than eight or fifteen candidates, as the case may be, his/her vote for that post shall be invalid.
- (iv) The voter shall record his/her vote on the ballot paper in secrecy in a voting compartment specially provided for the purpose at the meeting hall.
- (v) The voter shall record his/her vote on the ballot paper by placing a tick mark (√) against the name of the candidate of his/her choice, and any other mark like (x) etc, or word, placed on the ballot paper by him/her shall render the ballot paper liable to rejection.
- (vi) The tick mark (√) to indicate the vote shall be placed by the voter only by means of article specifically provided for the purpose by the Returning Officer and a ballot paper marked otherwise by means of any pen, ball-point pen etc. by the voter shall render the ballot paper liable to rejection.
- (vii) The ballot paper marked by a voter shall be deposited by him/her in a ballot box specially prepared and sealed by the Returning Officer and placed at such a conspicuous place in the meeting hall that it shall be constantly visible to all present in the meeting hall.
- (viii) The Returning Officer shall close the poll at the appointed hour i.e. **2.30 pm** on **12th June, 2022**, however, all those voters who are present in the AGM hall at the appointed closing hour shall be entitled to vote even if the poll proceedings have to be continued for some more time.
- (ix) After all the voters have voted, the Returning Officer shall close the ballot box and shall not permit thereafter any person to vote.
- (x) Video-recording of the election process shall be made.

7. Counting of Votes:

- (i) The Returning Officer shall take up the counting of votes as soon as may be after the polling for any post is complete.
- (ii) The Returning Officer shall take up the counting of votes, post-wise.

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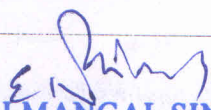
- (iii) Each ballot paper, on which a vote has been recorded in accordance with sub-clause (iii) to (vi) of Clause 6, shall be treated as one vote for the candidate for whom it has been validly marked, and if any ballot paper has been marked in violation of any of the aforesaid provisions of sub-clause (iii) to (vi) of Clause 6, shall be rejected by the Returning Officer.
- (iv) The votes validly cast for each of the contesting candidates shall be counted post-wise and recorded in the descending order of the votes so cast for each candidate.
- (v) The Returning Officer shall thereafter ascertain the result of counting and the candidates who have secured the maximum number of votes in the said descending order, post-wise, equal to the number of seats to be filled for each post, shall be deemed to have been duly elected to those posts.

8. Declaration of Results:

The names of contesting candidates who shall be deemed to have been elected at the election in accordance with sub-clause (v) of Clause 7, shall be declared as having been duly elected to their respective post, by the Returning Officer at the AGM.


SCHEDULE OF THE ELECTIONS

11th May, 2022	Election process and schedule issued by the Returning Officer.
24th May, 2022 (latest by 4 pm)	Latest by this date and time each district unit currently affiliated to the UPBA shall intimate the names of their representative(s) to the Hony. Secretary, UPBA and the Hony. Secretary of UPBA shall prepare the list of the authorized representatives of the currently affiliated district units of UPBA and circulate a copy of the list so prepared by him to all the affiliated units and also display the same on the website of UPBA. The Honorary Secretary of UPBA shall also furnish a duly authenticated copy of this list to the Returning Officer.
25th May, 2022 & 26th May, 2022 (11 AM to 1 PM)	Nomination paper(s) shall be filed before the Returning Officer in person by the candidate himself / herself.
27th May, 2022 (11 AM to 1 PM)	The Returning Officer in his office shall scrutinize each nomination paper one by one.
28th May, 2022 (11 AM to 1 PM)	Withdrawal of nomination by the person himself or the person duly authorized by him in writing.
28th May, 2022 (4:00 PM)	The Returning Officer shall prepare the final list of contesting candidate and the same will be published in a conspicuous place in the office of the UPBA
4th June, 2022	Nominations so received shall be advised to all the affiliated organizations.


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12th June, 2022 1:30 PM to 2:30 PM	Polls - Polling, if required, will be done in below order:- (i) Chairman (1) (ii) President (1) (iii) Advisor (1) (iv) Senior Vice President (1) (v) Hony. Secretary (1) (vi) Hony. Treasurer (1) (vii) Vice President (15) (viii) Associate Vice President (15) (ix) Hony. Joint Secretary (8) (x) Executive Members (15) (xi) Co-opted Members (15)
12th June, 2022 (Thereafter)	Counting of votes shall be taken up by the Returning Officer after the polling for any post is complete.
12th June, 2022 (Thereafter)	Declaration of results.

The issuance of this process shall be deemed to be the beginning of process for these elections. The Hony. Secretary, UPBA is required to publish this process and schedule for the conduct of Elections of the Office Bearers and Members of Executive Committee, UPBA, by display on the official website of UPBA and in a conspicuous place in the office of the UPBA at Lucknow and also get it circulated by email and speed post to all the affiliated district units, Executive Committee Members and Office Bearers of UPBA. The Hony. Secretary is also required to make necessary arrangements and provide the requisite materials for the conduct of said elections.


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