

Date: 25th May, 2011

From:-

Justice A.N. Gupta,
Retd. Judge, Allahabad High Court,
**Returning Officer, Elections for the posts of President &
Hony. Treasurer, BAI - 2011,**
Office of the Returning Officer, BAI,
Conference Hall, BAI Office, U.P. Badminton Academy Campus,
Vipin Khand, Gomti Nagar, Lucknow (Uttar Pradesh).

**PROCESS AND SCHEDULE FOR THE CONDUCT OF ELECTIONS FOR THE
POSTS OF THE PRESIDENT AND THE HONORARY TREASURER, BAI**

In pursuance of the Government of India letter dated 04.05.2011, the undersigned has been duly appointed as Returning Officer for conducting the elections for the posts of the President and the Honorary Treasurer, Badminton Association of India (BAI). In this connection the undersigned has perused the Memorandum of Association of BAI and the relevant guidelines / instructions issued by the Ministry of Youth Affairs and Sports (MoYAS), Government of India. **The elections for the posts of the President and the Honorary Treasurer, BAI shall be done by secret ballot during the Annual General Meeting (AGM) of the Council of BAI on 2nd July 2011 at Picadilly Hotel, Lucknow** 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 affiliated unit of BAI, which has conducted a national championship, shall have two votes and the other affiliated units of BAI shall have one vote at the said elections.
- (ii) For the purpose of sub-clause (i), each affiliated unit shall be represented by the two or one members (as the case may be) authorized by the Secretary General/ Secretary of the affiliated unit.
- (iii) Each affiliated unit shall intimate the name(s) of their representative(s) mentioned in sub-clause (i) and (ii) latest by **13th June 2011** (Day -1); and such intimation shall be addressed to the General Secretary, BAI on their


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letter-head duly signed by the Secretary General/ Secretary of the member unit, so as to reach him on or before the aforesaid date; any change in the name of any authorized representative after Day-1 i.e. **13th June 2011** or any intimation received thereafter shall be permitted only with the approval of General Secretary, BAI.

- (iv) The General Secretary, BAI shall prepare the list of the authorized representatives of the affiliated units in Form-1 (copy enclosed), and circulate a copy of the list so prepared by him to all affiliated units latest by **16th June 2011** (Day-4) by display on the website of BAI and by affixing it at a conspicuous place in the office of the BAI at Lucknow & New Delhi and shall also get it circulated by email to all the affiliated units of BAI.
- (v) The General Secretary, BAI shall also furnish a duly authenticated copy of the list, as mentioned above, to the Returning Officer on the same day.

2. Nomination of Candidates:

- (i) The nomination of a candidate for election as the President or Honorary Treasurer, BAI shall be made in Form-2 (copy enclosed).
- (ii) The nomination of a candidate for election as the President or Honorary Treasurer, BAI shall be proposed by one of the representatives of affiliated units whose name is included in the electoral college list in Form-1, and also subscribed by 1 (one) such representative as seconder.
- (iii) Each candidate shall be entitled to be nominated by not more than 2 (two) set of nomination papers.
- (iv) Each nomination paper shall be delivered personally to the Returning Officer in person by the candidate himself/ herself from **17th June 2011** (Day-5) to **19th June 2011** (Day-7) **between 11.00 AM and 01.00 PM** at the **office of the Returning Officer, BAI, Conference Hall, BAI Office at U.P. Badminton Academy Campus, Vipin Khand, Gomti Nagar, Lucknow.**
- (v) 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.
- (vi) 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.
- (vii) As soon as may be **after 1.00 PM** on the **19th June 2011** (Day-7), the Returning Officer shall prepare a list of all nominations received by him, post-wise, in Form-3 (copy enclosed); and get the same published on the website of BAI and in a conspicuous place in the office of the BAI at

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Lucknow & New Delhi and shall also get it circulated by email to all the affiliated units of BAI.

3. Scrutiny of Nominations:

- (i) On **20th June 2011 (Day-8) at 11.00 AM**, the Returning Officer in his office at Conference Hall, BAI 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 nomination.
- (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 in Form-4 (copy enclosed), 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 from **21st June 2011 (Day-9) upto 1.00 PM of 22nd June 2011 (Day-10)**.
- (ii) Notice of withdrawal of candidature shall be submitted in Form-5 (copy enclosed), 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) The Returning Officer shall accept the notice of withdrawal if he is satisfied as to the genuineness of the notice.
- (v) As soon as may be after **11.00 AM** on the **23rd June 2011 (Day-11)**, the Returning Officer shall prepare the final list of contesting candidates in Form-6 (copy enclosed), display a copy of the said list in conspicuous place in his office at Conference Hall, BAI Office at U.P. Badminton Academy Campus, Vipin Khand, Gomti Nagar, Lucknow and on the BAI website and also furnish a copy of the same to each of the candidates / their authorized representatives, if they so demand.
- (vi) The names of the contesting candidates in Form-6 shall be arranged, for each post, in alphabetical order according to English alphabets.

5. Uncontested Returns; and Contested Elections:

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- (i) Where the number of contesting candidates for any post, in Form-6, 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, in Form-6, 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 in Form-7 (copy enclosed) and Form-8 (copy enclosed) to be made individually for each post.
- (iv) The names of contesting candidates on the ballot paper shall appear in the same order as in Form-6.

6. Poll:

- (i) The Poll for the posts remaining unfilled under clause 5(ii) above shall be taken post-wise on the **2nd July 2011** (Day-20) and shall commence at **11:00 AM** during the AGM at the Agenda Item No. 1 of Elections, at Picadilly Hotel, Lucknow (U.P.)
- (ii) Each contesting candidate can nominate one person, if he/she so desires, only from amongst the Authorised Representatives list of affiliated units to be present at the Poll (polling station).
- (iii) At the poll, each authorized representative of the affiliated units, whose name is included in the Electoral College list in Form-1, shall be entitled to cast one vote for each of the posts remaining unfilled.
- (iv) In case any voter casts his/her vote for more than one candidate for each of the posts, his/her vote for the said posts shall be invalid.
- (v) Each voter shall be required, before he is supplied with a Ballot paper, to give his/her signature on the authenticated copy of the Electoral College list in Form-1 used by the Returning Officer for taking the poll.
- (vi) The voter shall record his/her vote on the ballot paper in secrecy in a voting compartment specially provided for the purpose at the polling station.
- (vii) 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.
- (viii) 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

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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.

- (ix) 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 polling station that it shall be constantly visible to all present in the polling station.
- (x) The Returning Officer shall close the poll at the appointed hour i.e. **1:30 pm** on **2nd July 2011** (Day- 20), however, all those voters who are present at the polling station at the appointed closing hour shall be entitled to vote even if the poll proceedings have to be continued for some more time.
- (xi) After all the voters have voted, the Returning Officer shall close the ballot box and shall not permit thereafter any person to vote.
- (xii) Polling will be done in below order.
 - (1) President
 - (2) Honorary Treasurer
- (xiii) 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) Each contesting candidate can nominate one authorized representative (as clarified at S. No.6 (ii)) and he/she shall be entitled to be present at the place of counting of votes.
- (iii) The Returning Officer shall take up the counting of votes, post-wise.
- (iv) Each ballot paper, on which a vote has been recorded in accordance with sub-clause (iii) to (viii) 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 (viii) of Clause 6, shall be rejected by the Returning Officer.
- (v) The votes validly cast for each of the contesting candidates shall be counted post-wise and category wise where applicable and recorded in the descending order of the votes so cast for each candidate in Form-9 (copy enclosed).
- (vi) 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.




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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(vi) of Clause 7, shall be declared as having been duly elected to their respective post, by the Returning Officer at the AGM in the Form-10 (copy enclosed).

SCHEDULE OF THE ELECTIONS

16th June 2011	The General Secretary, BAI shall prepare the list of the authorized representatives of the member State / Union Territories / Board / Institutions in Form - 1, and circulate a copy of the list so prepared by him to all member State / Union Territories / Board / Institutions, by display on the website of BAI. The General Secretary, BAI shall also furnish a duly authenticated copy of the list of Electoral College to the Returning Officer.
17th June 2011 To 19th June 2011 (11:00 AM to 1:00 PM)	Each nomination paper (Form - 2) shall be delivered personally to the Returning Officer in person by the candidate himself at Office of the Returning Officer, BAI at Conference Hall, U.P. Badminton Academy Campus, Vipin Khand, Gomti Nagar, Lucknow.
19th June 2011 (After 1:00 PM)	The Returning Officer shall prepare a list of all nominations received by him, post wise, in Form-3 and the same will be published on the website of BAI and in a conspicuous place in the office of the BAI at Lucknow and New Delhi and shall be circulated by email to all the affiliated units of BAI.
20th June 2011 (At 11:00 AM)	The Returning Officer in his office at Conference Hall, BAI Office at U.P. Badminton Academy Campus, Vipin Khand, Gomti Nagar, Lucknow shall scrutinize each nomination paper one by one.
21st June 2011 upto 1:00 PM of 22nd June 2011	Withdrawal of nomination (Form-5) by the person himself or the person duly authorized by him in writing from the Office of the Returning Officer, BAI at Conference Hall, U.P. Badminton Academy Campus, Vipin Khand, Gomti Nagar, Lucknow.
23rd June 2011 (After 11:00 AM)	The Returning Officer shall prepare the final list of contesting candidate in Form – 6 and the same will be published in a conspicuous place in his office at Conference Hall, BAI Office at U.P. Badminton Academy Campus, Vipin Khand, Gomti Nagar, Lucknow and on the BAI Website.


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02nd July 2011 (From 11:00 AM to 01:30 PM)	Polling shall be done by secret ballot during the Annual General Meeting (AGM) of the Council of BAI on 2 nd July 2011 at Picadilly Hotel, Lucknow Polling will be done in below order:- (i) President (ii) Honorary Treasurer
02nd July 2011 (Thereafter)	Counting of votes shall be taken up by the Returning Officer after the polling for any post is complete.
02nd July 2011 (Thereafter)	Declaration of results on Form – 10.

The issuance of this process shall be deemed to be the beginning of process for these elections. The General Secretary, BAI is required to publish this process and schedule for the conduct of elections for the posts of the President and the Honorary Treasurer, BAI, by display on the official website of BAI and in a conspicuous place in the office of the BAI at Lucknow & New Delhi and also get it circulated by email and registered post / speed post to all the affiliated units, associates, members, Executive Committee Members and Office Bearers of BAI. The General Secretary is also required to make necessary arrangements and provide the requisite materials for the conduct of said elections.



(Justice A. N. Gupta)
Judge High Court (Retd.)
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