

Date: 4th March, 2022

From:-

MR. JUSTICE PRASANTA KR. DEKA

Judge (Retd.) Guahati High Court,

**Returning Officer, Elections of the Office Bearers and
Members of Executive Committee, BAI - 2022,**

Office of the Returning Officer, BAI,

C/o Badminton Association of India,

D-6/10, Vasant Vihar, New Delhi-110057

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

As per the resolution passed in the Executive Committee Meeting of BAI dated **13th November, 2021**, held at Grand Hotel, New Delhi the undersigned has been duly appointed as Returning Officer for conducting the Elections of the Office Bearers and Members of Executive Committee, Badminton Association of India (BAI). In this connection the undersigned has perused the Memorandum of Association of BAI and the relevant Model Election Guidelines to be followed by all National Sports Federation as contained in National Sports Development Code of India - 2011 issued by the Department of Sports, Ministry of Youth Affairs and Sports (MoYAS), Government of India. **The Elections of the Office Bearers and Members of Executive Committee, BAI - 2022 shall be done by secret ballot during the Annual General Meeting (AGM) of the Council of BAI on 25th March of 2022 at Hotel Radisson Blu Guwahati, Assam at 11:00 AM** in accordance with the procedure prescribed hereinafter. The conduct of the said elections will be governed by the following procedure:-

1. Electoral Collage:

- (i) Each affiliated member association of BAI is eligible for two votes each.
- (ii) For the purpose of sub-clause (i), each affiliated unit shall be represented by the two member(s) authorized by the Secretary General of the affiliated units.
- (iii) Each affiliated unit shall intimate the name(s) of their representative(s) mentioned in sub-clause (i) and (ii) latest by **7th March, 2022 (Day-1)**; and such intimation shall be addressed to the General Secretary, BAI with a copy to President, BAI on their



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letter-head signed by the duly elected 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 **7th March 2022** or any intimation received thereafter shall be permitted only with the approval of President, 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 **8th March, 2022 (Day-2)** by display on the website of BAI and by affixing it at a conspicuous place in the office of the President BAI at 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 Office Bearer or Member of Executive Committee, BAI shall be made in **Form-2** (copy enclosed).
- (ii) The nomination of a candidate for election as Office Bearer or Member of Executive Committee BAI, shall be proposed by one of the representatives of affiliated units whose name is included in the electoral collage list in Form-1, and also subscribed by 1 (one) such representative as seconder.
- (iii) **Qualification for election for the President, Hony. Secretary General, Hony. Treasurer, Vice Presidents, Joint Secretaries, EXCO Members, BAI**

Criteria/qualification as laid down in the National Sports Code of India-2011 and various instructions/circulars/communications issued by the Govt. of India as well as by Indian Olympic association (IOA) including the Circular dated 01/05/2010 by the Govt. of India, Ministry of Sports & Youth Affairs, which is the part of the National Sports Development Code of India 2011, will be strictly complied with. All intending candidates are requested to go through the same before filling their respective nominations.

- (iv) Each candidate shall be entitled to be nominated by not more than 2 (two) set of nomination papers.
- (v) Each nomination paper shall be delivered personally to the Returning Officer in person by the candidate himself/ herself on **9th March 2022 (Day-3)** to **11th March, 2022 (Day-5)** between 10.00 AM and 04.00 PM at the office of the **Returning Officer, BAI, C/o Badminton Association of India, D-6/10, Vasant Vihar, New Delhi-110057**
- (vi) 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.
- (vii) 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.



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- (viii) As soon as may be **after 1.00 PM** on the **15th March, 2022 (Day-6)**, the Returning Officer shall prepare a list of all nominations received by him, post-wise, in **Form-3** (copy enclosed); and publish the same in a conspicuous place in his office and also get the same published on the website of BAI and in a conspicuous place in the office of the BAI, C/o Badminton Association of India, D-6/10, Vasant Vihar, New Delhi-110057 and shall also get it circulated by email to all the affiliated units of BAI.

3. Scrutiny of Nominations:

- (i) On **16th March 2022 (Day-7) at 11.00 AM**, the Returning Officer in his office at BAI, C/o Badminton Association of India, D-6/10, Vasant Vihar, New Delhi-110057 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.
- (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 **17th March 2022 (Day-8) upto 1.00PM of 19th March, 2022 (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 **20th March 2022 (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 BAI C/o Badminton Association of India, D-6/10, Vasant Vihar, New Delhi-110057 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.
- (iv) The names of the contesting candidates in **Form-6** shall be arranged, for each post, in alphabetical order according to English alphabets.

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5. Uncontested Returns; and Contested Elections:

- (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 or category of post, in **Form-6** is more than the number of posts to be filled, a poll shall be taken by secret ballot as per Post Wise at the Venue of BAI-AGM at **Hotel Radisson Blu, Guwahati, Assam**
- (iii) The ballot papers for these posts remaining unfilled shall be in **Form-7**.
- (iv) The names of contesting candidates on the ballot papers 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 **25th March 2022 (Day-16)** and shall commence at **12:00 PM to 3:00 PM**, during the AGM at the Agenda **Item No. 6** of Elections, at **Hotel Radisson Blu, Guwahati, Assam**
- (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 -
 - (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.

Explanation: It is hereby clarified that for the purpose of filing twelve seats of Vice - Presidents (not more than), each voter can cast upto twelve votes, and, like-wise for eight seats of Joint - Secretaries, and twelve seats of Members of Executive Committee (not more than), he/she can cast eight and twelve votes respectively for the above mentioned eight seats of Joint Secretaries and twelve seats of Members of Executive Committee.

- (iv) In case any voter casts his/her vote for more than one candidate or for more than eight, twelve candidates, as the case may be, his/her vote for that post 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.



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- (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 invalid.
- (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 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 invalid.
- (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. **3:00 pm** on **25th March, 2022 (Day-16)**, 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 present 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.**
 - (a) **President (1)**
 - (b) **Vice Presidents (12)** (Not more than)
 - (c) **Hony. Secretary General (1)**
 - (d) **Hony. Treasurer (1)**
 - (e) **Joint Secretaries (8)**
 - (f) **EXCO Members (12)** (Not more than)
- (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 and category-wise, where applicable.
- (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-14** (copy enclosed).



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- (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.

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-15** (copy enclosed).

SCHEDULE OF THE ELECTIONS

4th MARCH 2022	Election process and schedule issued by the Returning Officer
7th MARCH 2022 (Day-1)	Latest by this date each permanent member of its affiliated Units of BAI shall intimate the names of their representatives.
8th MARCH 2022. (Day-2)	Latest by this date, the Honorary General Secretary of BAI shall prepare the list of the authorized representatives of affiliated Units in Form - 1 , and circulate a copy of the list prepared by him to all members of its affiliated Units of BAI and display on the website of BAI. The Honorary General Secretary of BAI shall also furnish a duly authenticated copy of the list to the Returning Officer.
9TH TO 11th March 2022. (10 AM to 04 PM) (Day-3 to 5)	Each nomination paper (Form - 2) shall be delivered personally to the Returning Officer in person by the candidate himself at BAI Office, D-6/10 Vasant Vihar, New Delhi -110057
15th March 2022. (Day-6)	The Returning Officer shall prepare a list of all nominations received by him, post wise, in Form-3 and the same will be published in a conspicuous place in the office of the BAI and on BAI Website.
16th March 2022. (At 11 AM) (Day-7)	The Returning Officer shall scrutinize each nomination paper one by one at BAI Office, D-6/10 Vasant Vihar, New Delhi - 110057 and prepare the list of validly nominated candidates and the contesting candidates can take a copy from the Returning Officer.
17th TO 19th March 2022. (UPTO 1 PM) (Day-8 to 10)	Withdrawal of nomination (Form-5) to the Returning Officer by the person himself or the person duly authorized by him in writing at BAI Office, D-6/10, Vasant Vihar, New Delhi - 110057.
20th March 2022. (AFTER 11 AM) (Day-11)	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 the office of the BAI and website and also furnish a copy of each candidate or authorized representative if they desire so



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25th March 2022 (12 TO 3 PM) (Day-16)	Polls Polling will be done in below order:- (i) President (1) (ii) Vice Presidents (12) (Not more than) (iii) Hony. Secretary General (1) (iv) Hony. Treasurer (1) (v) Joint Secretaries (8) (vi) EXCO Members (12) (Not more than)
25th March 2022 (THEREAFTER) (Day-16)	Counting of votes shall be taken up by the Returning Officer after the polling for any post is complete.
25th March 2022 (THEREAFTER) (Day-16)	Declaration of results in Form - 15.

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 of the Office Bearers and Members of Executive Committee, BAI, by display on the official website of BAI and in a conspicuous place in the BAI Office at New Delhi and also get it circulated by email and registered post / speed post to all the affiliated units of BAI.



MR. JUSTICE PRASANTA KR. DEKA
 Judge (Retd.) Gauhati High Court,

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BADMINTON ASSOCIATION OF INDIA
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FORM 2

NOMINATION PAPER FOR

ELECTION AS _____ (NAME OF THE POST)

To

Mr.

Pradip Justice Prasanta Kr. Deb
Judge (Retd) Gauhati High Court

The Returning Officer for the above election
Office of the Returning Officer,
C/o. Badminton Association of India
D-6/10, Vasant Vihar, New Delhi – 110057

We nominate Shri/Smt./ Ms. (name and address), whose name is entered at Sl. No. in the Electoral College List for the above mentioned post.

2. Our particulars are given above:-

	NAME OF THE CANDIDATE	NAME OF MEMBER	SL. NO. IN THE ELECTORAL COLLEGE LIST	SIGNATURE
Proposer				
Secunder				

I the candidate above named do hereby give my assent to my nomination for the above post.

Name of the Candidate

Name of member State/ Union Territory

Sl. No. in the Electoral College List

Signature

Place

Date:

BADMINTON ASSOCIATION OF INDIA
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COMMITTEE, BAI - 2022

FORM 3

LIST OF NOMINATED CANDIDATES

NAME OF THE POST	NAME, SL. NO. IN ELECTORAL COLLEGE LIST AND ADDRESS OF CANDIDATE	NAME AND SL. NO. IN ELECTORAL COLLEGE LIST OF PROPOSER	NAME & SL. NO. IN ELECTORAL COLLEGE LIST OF SECONDER

Place

Date:

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COMMITTEE, BAI - 2022

FORM 5

NOTICE OF WITHDRAWAL OF CANDIDATURE FOR
ELECTION AS _____ (NAME OF THE POST)

To
Mr.
The Returning Officer for above Elections,
C/o. Badminton Association of India
D-6/10, Vasant Vihar, New Delhi – 110 057

I, the validly nominated candidate, do hereby give my notice of withdrawal of candidature for the above post.

Name of the Candidate

Name of member State/ Union Territory.....

Sl. No. in the Electoral College List

Signature

Place

Date:

BADMINTON ASSOCIATION OF INDIA
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COMMITTEE, BAI - 2022

FORM 6

LIST OF CONTESTING CANDIDATES

NAME OF THE POST	NAME OF CANDIDATE	NAME OF MEMBER STATE / UNION TERRITORY	SL. NO. IN ELECTORAL COLLEGE LIST

Place

Date:

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COMMITTEE, BAI - 2022

FORM 7
BALLOT PAPER

Name of the Post	Names of the candidates		Mark vote hereby by placing (√) mark
President (1)	1.		
	2.		
	3.		
	4.		
	5.		
	6.		
	7.		
	8.		
	9.		
	10.		

- Note:**
- (1) Place tick mark (√) against the name of only One candidate for the post of President.
 - (2) DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.
 - (3) Place tick mark (√) on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ball point pen, etc. shall render your ballot paper liable to rejection.

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FORM 8
BALLOT PAPER

Name of the Post	Names of the candidates		Mark vote hereby by placing (√) mark
Hony. General Secretary (1)	1.		
	2.		
	3.		
	4.		
	5.		
	6.		
	7.		
	8.		
	9.		
	10.		

Note:

- (1) Place tick mark (√) against the name of only one candidate for the post of General Secretary.
- (2) DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.
- (3) Place tick mark (√) on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ball point pen, etc. shall render your ballot paper liable to rejection.

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FORM 9
BALLOT PAPER

Name of the Post	Names of the candidates		Mark vote hereby by placing (√) mark
Treasurer (1)	1.		
	2.		
	3.		
	4.		
	5.		
	6.		
	7.		
	8.		
	9.		
	10.		

- Note:**
- (1) Place tick mark (√) against the name of only one candidate for the post of Treasurer.
 - (2) DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.
 - (3) Place tick mark (√) on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ball point pen, etc. shall render your ballot paper liable to rejection.

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FORM 10
BALLOT PAPER

Name of the Post	Names of the candidates		Mark vote hereby by placing (√) mark
Vice Presidents	1.		
	2.		
	3.		
	4.		
	5.		
	6.		
	7.		
	8.		
	9.		
	10.		
	11.		
	12.		

Note:

- (1) Place tick mark (√) against the name of eight candidates for the post of Vice Presidents.
- (2) DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.
- (3) Place tick mark (√) on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ball point pen, etc. shall render your ballot paper liable to rejection.

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FORM 11

BALLOT PAPER

Name of the Post	Names of the candidates		Mark vote hereby by placing (√) mark
Joint Secretaries (8)	1.		
	2.		
	3.		
	4.		
	5.		
	6.		
	7.		
	8.		
	9.		
	10.		

- Note:**
- (1) Place tick mark (√) against the name of any eight candidates for the post of Joint Secretaries.
 - (2) DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.
 - (3) Place tick mark (√) on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ball point pen, etc. shall render your ballot paper liable to rejection.

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FORM 12

BALLOT PAPER

Name of the Post	Names of the candidates		Mark vote hereby by placing (√) mark
Executive Committee Members	1.		
	2.		
	3.		
	4.		
	5.		
	6.		
	7.		
	8.		
	9.		
	10.		
	11.		
	12.		
	13.		
	14.		
	15.		
	16.		

Note:

- (1) Place tick mark (√) against the name of any sixteen candidates for the post of EXCO Members.
- (2) DO NOT place any other mark like (x), or word, etc. against the name of any candidate as that shall render your ballot paper liable to rejection.
- (3) Place tick mark (√) on the ballot paper only with the article specially provided for the purpose. Any ballot paper marked with any other pen, ball point pen, etc. shall render your ballot paper liable to rejection.

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BADMINTON ASSOCIATION OF INDIA

**ELECTIONS OF OFFICE BEARERS AND MEMBERS OF EXECUTIVE
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FORM 14

RESULT OF COUNTING OF VOTES

Name of post	Total votes polled	Total rejected votes	Names of the candidates		Valid votes polled
President (1)			1.		
			2.	Etc.	
				TOTAL	
Vice Presidents			1.		
			2.		
			3.		
			4.		
			5.		
			6.		
			7.		
			8.		
			9.		
			10.		
			11.		
			12.		
				Etc.	
				TOTAL	
Hony. General Secretary (1)			1.		
			2.	Etc.	
				TOTAL	
Treasurer (1)			1.		
			2.	Etc.	
				TOTAL	
Joint Secretaries (8)			1.		
			2.		
			3.		
			4.		
			5.		

			6.		
			7.		
			8.		
				Etc.	
				TOTAL	
Executive Committee (12)			1.		
			2.		
			3.		
			4.		
			5.		
			6.		
			7.		
			8.		
			9.		
			10.		
			11.		
			12.		
				Etc.	
				TOTAL	

Place

Date:

(Returning Officer)

Observer
Sports Ministry, Govt. of India

IOA Observer

BADMINTON ASSOCIATION OF INDIA

ELECTION OF OFFICE BEARERS AND MEMBERS OF EXECUTIVE COMMITTEE, BAI - 2022

FORM 15

DECLARATION OF RESULT

I, the Returning Officer for the above elections, hereby declare the following candidates as duly elected to the post (s) mentioned against their names:-

Names of posts	NAMES OF ELECTED CANDIDATES
President (1)	
Vice Presidents	
General Secretary (1)	
Treasurer (1)	
Joint Secretaries (8)	
Executive Committee Members	

Place
Date:

Observer,
Sports Ministry, Govt. of India

(Returning Officer)

IOA Observer