

**OFFICE OF THE ELECTORAL OFFICER
BIHAR CRICKET ASSOCIATION
CONDUCT OF BCA GENERAL ELECTION 2025-2028**

Rules of Procedure

1. **PREAMBLE**

Rule 35 of the Constitution of the Bihar Cricket Association (“BCA”) empowers Electoral Officer to control, oversee and supervise the entire Election Process. It is therefore necessary to mandate certain procedures for smooth and disciplined process of election. The procedures for the elective posts are as under:

As indicated by Bihar Cricket Association the posts to be elected during current election are as under.

- A. Five (05) posts of Office Bearers under Rule 8 of the BCA Constitution: President, Vice President, Secretary, Joint Secretary and Treasurer;
- B. One (01) post of Member of the Committee of Management known as District Representative, under Rule 16 of the BCA Constitution;
- C. Two (02) posts of Members of the Governing Council under Rule 30 of the BCA Constitution.

2. **PREPARATION & PUBLICATION OF FINAL ELECTORAL ROLLS OF QUALIFIED MEMBERS**

The process of election shall commence with the notification issued by the Electoral Officer announcing the schedule of Election and the timelines finalized in the Election schedule. By the said notification, the Electoral Officer shall instruct all full members, to nominate their representative. Such representative shall be authorized to participate in the process of election with authority to contest in the said election, propose, second and vote in the said election on behalf of their DCA.

3. **PROCEDURE FOR NOMINATION OF REPRESENTATIVE BY VALID FULL MEMBERS TO BE INCLUDED AS THEIR REPRESENTATIVE IN THE ELECTORAL ROLL.**

As per the date fixed in the said notification, the electoral Officer shall invite the full members to nominate their representative. who shall represent on behalf of the full member and whose name shall be included in the electoral Roll as the authorized representative of the full member. The electoral Roll carrying the names of all such nominees of full members shall be published, inviting objections, if any, from the full members.

The objections if any received by the electoral Officer shall be heard and disposed off by the Electoral Officer based on the documents submitted by the objector. No objection of any nature shall be entertained without documentary evidences. After incorporating changes, if any, Electoral Roll shall be published as FINAL ELECTORAL ROLL with

the names of authorized representatives of all full members. No objections of any nature shall be entertained thereafter in the electoral Roll. The decision of the Electoral Officer shall be final and binding on all the full members.

4. The representative nominated by the full member could either be the office bearer of the full member which includes only President, Vice President, Secretary, Joint Secretary and Treasurer or the Current Office Bearer or Governing Council Members of the Bihar Cricket Association (2022-2025) eligible to contest General Election 2025. The power and decision to nominate the representative shall fully vest with the valid Full Members.
5. Each Full Member/District Cricket Association shall by a Authority Letter/Nominating letter passed by majority select their representative and communicate the name of such representative to Electoral Officer immediately either by an email, electoral.officer@biharcricquetassociation.com or submit the hard copy of the said Authority Letter/Nominating letter in sealed envelope to the electoral Officer at Camp Office, Bihar Cricket Association 45-C, Patliputra Colony, Patna-800013 before date fixed for publication of Draft Electoral Roll.
6. Any applications submitted by the Full Members after the time limits specified in the Election Schedule notified on **September 04, 2025**, shall be summarily rejected. The recommendations received beyond the timelines for inclusion of authorized representatives shall not be considered. Such representative shall not be eligible to be included in the electoral roll and consequently shall not be eligible to vote in the BCA Election 2025.
7. The Electoral Officer reserves the right to require further information or seek clarification on and in respect of any matter relating to the BCA Election 2025. In case of any disputes or objections relating to the election or the procedure of elections or eligibility of the candidates, qualification, disqualification or voting rights etc. the decision of the Electoral Officer shall be final, conclusive and binding on all the members.

8. PROCEDURE TO FILE NOMINATION DOCUMENTS

- A. "Nomination-Cum Affidavit Form" for the notified posts shall be accepted only in the prescribed proforma which shall be uploaded on the BCA official website at appropriate time. Nominations filed or received through other mode shall not be considered as valid and shall be summarily rejected.
- B. The nomination shall be signed by the candidate, proposer and seconder and their signatures shall be duly attested before Notary or oath commissioner. The names of proposer and seconder must be appearing in the final electoral Roll. The nominations should be presented to the Electoral Officer or his authorized officer at 45-C, Patliputra Colony, Patna-800013 by the candidate in person. The proposer and seconder may also accompany the Candidate.
- C. The proposer and/or seconder shall propose or second only one candidate. Similarly, Contesting Candidate shall not propose or second any candidate. Proposing or seconding multiple nominations shall be treated as disqualification.

D. Prescribed Nomination Form and Prosper/Secunder Form herewith enclosed.

9. **SCRUTINY OF NOMINATION FORM AND PREPARATION OF LIST OF VALIDLY NOMINATED CANDIDATES AND CONTESTING CANDIDATES**

- A. Each Candidate normally shall be allowed to file only a Single Nomination Form irrespective of any post.
- B. On the day fixed for Scrutiny, the Electoral Officer shall examine all the nomination papers received by him, in the presence of the Candidates or their authorized representatives. The list of validly Nominated Candidates shall thereafter be published on the official website of BCA
- C. After the process of scrutiny and publication of the list of validly Nominated Candidates, opportunity shall be given to the Validly Nominated Candidates who desire to withdraw their candidature.
- D. List of the contesting candidates after withdrawal, if any, shall be published by the Electoral Officer. No changes of any nature shall be permitted or entertained to the list of contesting candidates once published by the Electoral Officer after disposal of requests for withdrawal.

10. **VOTING AND DECLARATION OF RESULTS**

- A. The Electoral Officer shall cause to hold elections if the number of contesting candidates for any or all posts is more than the number of posts to be elected.
- B. In case the number of contesting candidates is equal to the number of posts to be filled, the election shall be declared as uncontested and candidates elected as UNOPPOSED.
- C. In case of election, every contesting candidate shall be allowed to appoint one person as his/her election agent who shall observe the process of election and report anomaly if any during voting process. However, such person shall not interfere with the process of election but shall identify the voter or guide them wherever required.
- D. The election, if required, for one or any posts the same shall be by paper ballots.
- E. Counting of votes shall be taken up, soon after the last voter casts his vote or at the end of the notified time, whichever is earlier.

11. **MODEL CODE OF CONDUCT**

In order to provide level playing field to all the contesting candidates, the model code of conduct is necessary.

- 1. In order to ensure Free and Fair Polls, as envisaged in BCA's Constitution, and protect

the Right of the member to file nomination, the format of the nomination paper shall be uploaded on the BCA official website, intending that there shall not be any pressure or coercion from anyone pressurizing any member to deny nomination.

2. Nominations filed or recieved from unspecified persons shall be rejected during scrutiny.
3. In case of contested election for elective posts, the period between **24 September 2025 18:00 Hours to 27 September 2025 18:00 Hours** would be designated as the "Campaign Period" to enable prospective candidate to seek electoral support of fellow members of BCA in their favour on the election Day. The Campaign Period may be utilized by the contesting Candidates for Campaigning and promotion of their interest. However, during the Campaign Period, candidates will not use any unfair means and practices including bribery, religious sentiments or distribution of gifts, money or liquor or lunch hampers., to induce support from members/voters
4. Candidates will not use vehicles to bring members to the voting venue on the date of polling.
5. Proxy voting shall not be allowed.
6. Pamphlets and posters if circulated should not appeal to religious, caste, or communal sentiments for votes. In case of distribution of pamphlets/ posters or display of banners, care should be taken that it does not violate the local rules in force.
7. pamphlets/ posters/ banners shall not be allowed at the election venue.
8. Candidates will maintain peace and tranquility in the voting premises during the polling period so as to to maintain law and order.
9. The campaign office/ platform or propaganda of any candidates shall not be permitted in and around the Venue of Voting.
10. All Candidates are expected to maintain dignity of mankind and cooperate with the Electoral Officer for smooth conduct of entire election process including voting.
11. As stipulated in Rule 35 of the BCA Rules and Regulations, "In case of any dispute or objection on nomination, candidature, qualifications and disqualification, eligibility to vote or admission, the decision of Electoral Officer shall final and bindin

12. CAMPAIGN PRACTICES

1. Electoral Campaigns, only if necessary, shall be carried out by the Candidates in a fair and decent manner maintaining respect and dignity of the masses
2. Any open campaigns within the office premises should be avoided.
3. Each Candidate may present to the electoral college His/her plans and ideas for improvement and upgradation



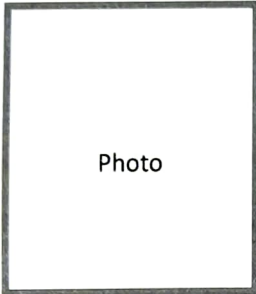
4. Criticism of any person, candidate or institution shall be avoided
5. Use of social media platform by the contesting shall be permitted
6. Publicity involving high costs may be avoided.
7. Corrupt practices intimidation, bribing or giving donations or promising grants/money shall be strictly prohibited.
8. The promotion of a Candidate shall exclude any form of publicity, including the use
9. As the Voting shall be by secret ballot, Members/voters are prohibited from any announcements or canvassing or public utterances in the polling premises
10. The members of the staff assisting Election duty shall not canvass for any candidates within the premises while involved in the electoral process or misuse his official position to promote the interest of particular contesting candidate.

Place: Camp Office BCA
Date:04-09-2025



Dr. M. Modassir IAS (Retd)
Electoral Officer
Bihar Cricket Association

Annexure-I, Form-A
Nomination-Cum Affidavit Form
(Bihar Cricket Association General Election 2025-2028)



I, _____ S/o, W/o, D/o
_____ residing at _____

and representing _____
Association, hereby offer myself as a candidate for BCA Election to the
Committee of Management or Members of Governing Council of the BCA
in the following category.

- | | |
|---|--------------------------|
| 1. President | <input type="checkbox"/> |
| 2. Vice President | <input type="checkbox"/> |
| 3. Secretary | <input type="checkbox"/> |
| 4. Joint Secretary | <input type="checkbox"/> |
| 5. Treasurer | <input type="checkbox"/> |
| 6. Member of BCA Apex Council (District Representative) | <input type="checkbox"/> |
| 7. Member of Governing Council (Chairperson) | <input type="checkbox"/> |
| 8. Member of Governing Council | <input type="checkbox"/> |

Note: Put a (√) mark in the above appropriate box. A candidate can apply for only one post.

I _____ hereby confirms and solemnly affirms that
I have been duly nominated by _____
which is a Full Member of the BCA to be its representative to the BCA Annual General Meeting to
be held on 28 September 2025 and I am not disqualified to be an Office Bearer, as applicable. I
particularly Affirm and Confirm That:

- a) I am a citizen of India;
- b) I have not attained the age of 70 years;
- c) I have not been declared to be insolvent or of unsound mind;
- d) I am not a Minister or Government Servant;
- e) I do not hold any office or post in a sports or athletic association or federation apart from cricket;
- f) I have not been convicted by a court of law for commission of a Criminal Offences and sentenced to imprisonment.

- g) I have not been an office bearer of the BCA for a cumulative period of 9 years.
- h) I affirm that I am not required to undergo a cooling off period of 3 years to in accordance with the BCA Rules & Regulations.
- i) I am attaching
 1. An Information Sheet detailing the periods for which I have been an office bearer in the BCA and
 2. Certified Copy of Resolution passed by the _____ of the Full Member Association duly nominated me as its representative to the BCA Annual General Meeting to be held on 28th September 2025.

I solemnly affirm that the information provided therein is true to the best of my knowledge and understanding.

Date:

Name and Signature of the Candidate

Contact Details of the Candidate:

Mobile No.:

Email ID:

Proposer Details

Proposer's Name:

Proposer's Signature:

Representative of BCA's full valid Member Association:

Contact Details:

Address:

Mobile No.:

E-mail ID:

Secunder Details

Secunder's Name:

Secunder's Signature:

Representative of BCA's full valid Member Association:

Contact Details:

Address:

Mobile No.:

Email ID:

Note: Candidate, Proposer & Secunder should attach of their Aadhaar Card or any valid document with photo identity, as specified by Election Commission of India

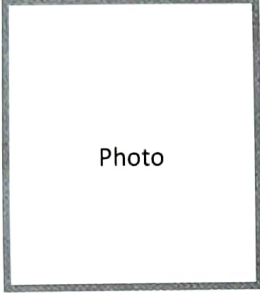
Verification:

Verified at _____ on this _____ day of _____
2025 that the contents of the present affidavit/nomination form are true and correct to the best of my knowledge and I affirm that no material information has been concealed.

DEPONENT

(N.B: This Form is to be duly attested by a notary/ oath commissioner.)

ANNEXURE – I, FORM-B
(Bihar Cricket Association General Election 2025-2028)
Proposer / Seconder Form - Cum Affidavit Form



I, _____ S/o, W/o, D/o
_____ residing at _____

_____ and representing _____ Association.

I, _____ hereby confirm and solemnly affirm that
I am duly proposing /seconding, Sri/Smt. _____
who is dully nominated representative of _____
_____ which is a full member of the BCA for the post of _____
_____ (President/Vice President/Secretary/Joint Secretary/Treasurer/Member
of BCA Apex Council (District Representative)/Chairperson of Governing Council/Member of
Governing Council) in Bihar Cricket Association General Election to be held on 28th September
2025.

Proposer / Seconder Signature

Contact Details:

Mobile No.:

Email ID:

Verification:

Verified at _____ on this _____ day _____
that the above stated contents of the present affidavit/nomination form are true and correct to
the best of my knowledge and I affirm that no material information has been concealed.

DEPONENT

(N.B: This Form Is to be duly attested by a notary/ oath commissioner.)