

**OFFICE OF THE ELECTORAL OFFICER,
MEGHALAYA CRICKET ASSOCIATION (MCA)**

**SUB: NOTICE OF ELECTION SCHEDULE AND CALL FOR FULL MEMBERS
TO FILE APPLICATIONS TO NOMINATE THEIR RESPECTIVE
REPRESENTATIVES**

1. The Electoral Officer, Meghalaya Cricket Association ("MCA") hereby invites Full Members of the MCA to submit applications to have their respective representatives ("Representatives") included in the electoral roll for the election to be held at the General Meeting of the MCA, on **9th December 2025 ("MCA Election")**, for the posts of Six (6) members of the Apex Council (as members elected by the General Body under Rule 25 (b) (iv) of the MCA Constitution).
2. The MCA Election process shall be conducted in accordance with the Schedule provided in Table 1 below ("**Election Schedule**").

Table 1 - Election Schedule

	Event	Date/Timeline
1.	Call for Affiliated Districts to File Application to Nominate One Representative as voter for MCA Elections	19th November 2025
2.	Deadline for Members to File Application to Nominate their Representative via email	25th November 2025 06.00 pm
3.	Release of Draft Electoral Roll	26th November 2025 05.00 pm
4.	Submission of Objections to Names in the Draft Electoral Roll	27th November 2025 11.00 am to 03.00 pm
5.	(i) Examination of Objections and Decisions Thereon (ii) Release of Final Electoral Roll	27th November 2025 06.00 pm onwards
6.	Windows to File Nomination Application (To be filled in person)	1st December 2025 11.00 am to 04.00 pm
7.	Scrutiny of Nomination Applications	1st December 2025 04.00 pm to 05.00 pm
8.	Announcement of List of Validly Nominated Candidates (Code of conduct)	1st December 2025 06.00 pm
9.	Withdrawal of Nominations (in person)	2nd December 2025 11.00 am to 05.00 pm
10.	Announcement of List of Contesting Candidates	2nd December 2025 06.00 pm
11.	MCA Elections (Casting of Votes)	9th December 2025 01.00 pm to 03.00 pm

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12.	Declaration of Results (Counting of Votes)	9th December 2025 03.00 pm to 04.00 pm
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3. In order for a Representative to be considered for inclusion in the electoral roll for the MCA Election, each Full Member and its Representative shall be required to submit an application containing all the documents/material specified below within the deadline(s) specified for receipt of such applications in the Election Schedule.

- a) A Representative Nomination Form in the prescribed **Form A** (enclosed herewith in Annexure 1) duly completed and stamped by the Full Member and attested by a notary/oath commissioner.
- b) A Declaration-cum Affidavit by the Representative in the prescribed **Form A. 1** (enclosed herewith in Annexure 2) duly signed by the Representative and attested by a notary/oath commissioner.
- c) Self-attested copy of Identification and Age Proof of Representative- Aadhar Card, Passport or Voter ID (any one).
- d) Self-attested copy of Address Proof of Representative - Aadhar Card, Voter Card, Passport or Driving License (any one).
- e) Self-attested copy of PAN Card of Representative.
- f) An extract of the relevant provision in the Full Member's constitution specifying the manner in which the Representative is to be nominated/appointed by the Full Member (either by the general body or Apex Council or equivalent body).
- g) A copy of the resolution passed by the appropriate nomination/appointing authority of the Representative, as per the Full Member's constitution.
- h) If the Representative is employed by a Government/Public Sector undertaking under 'Sports Quota', a certificate from such Government/Public Sector employer stating that the Representative is employed under 'Sports Quota'.
- i) An information sheet from the Representative specifying all Office Bearer positions held by the Representative in the MCA or any Member of the MCA previously, along with the terms and tenures of such positions.

Scanned copies of all documentation prescribed in Paragraph 3 are required to be sent via email, to mcageneralelections2025@gmail.com before **08:00 PM** on **25th November 2025**. Originals of all application documents are required to be sent in a sealed envelope to the address specified below and are required to reach such address before **06:00 PM** on **27th November 2025**.

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**To,
The Electoral Officer
Meghalaya Cricket Association**

4. Any applications that are submitted by Full Members after the deadlines specified in Paragraph 2 and Paragraph 3 above shall not be considered by the Electoral Officer, MCA and the Representative to whom such application relates shall not be entitled to participate in the MCA Election.

Full Members are advised to take the necessary care, and conduct necessary due diligence, while nominating their Representatives to participate in the MCA Election, as per their constitutional documents, the MCA Constitution and the instructions/directions/notifications issued by the Committee of Administrators, MCA, in this regard.

5. A Representative will be deemed to be eligible to participate in the MCA Election on behalf of his/her Full Member only if the application filed by the Full Member and Representative meets all the requirements specified, and includes all the documentation prescribed, in Paragraph 3 above and the Electoral Officer, MCA is satisfied that such person is not disqualified under the applicable rules.
6. Please be aware that in the event that the Electoral Officer, MCA deems a proposed Representative to be ineligible to participate in the MCA Election, it will not be possible for the Full Member to nominate a replacement. Therefore, it is essential that all formalities are duly complied with by the Full Member and the proposed Representative in the first instance.
7. The Electoral Officer reserves the right to require further information or seek clarification on and in respect of any matter relating to the MCA Election.
8. In case of any disputes or objection arising with respect to the MCA Election, from the declaration or publication of electoral roll of qualified members to the declaration of results including but not limited to objection to candidacy, disqualification, eligibility to vote or the admission or rejection of a vote, the Electoral Officer, MCA shall decide the same and such a decision shall be final and conclusive.

Date: 19/11/25


Shri Hemanta Narzary-IAS (retired)
Electoral Officer, MCA

Email: mcageneralelections2025@gmail.com

ANNEXURE 1

Form A

Meghalaya Cricket Association

J N Stadium, Polo ground, Shillong-793001, Meghalaya

Representative Nomination Form

To,

The Electoral Officer, MCA

This is to certify, affirm and confirm that:

- a) Mr./Mrs./Shri./Smt./ _____ (("**Representative**"),
S/o, W/o, D/o _____ aged _____ years and residing
at _____ has been appointed/nominate as
an authorized representative of _____ ("**Full Member**") for the purposes of
the MCA Election to be conducted during the Annual General Meeting of the MCA on 9th
December 2025.
- b) The Representative is (select one):
- i) A member of the Full Member in his/ her individual capacity; or
- ii) Is a representative of _____ which is a Full
Member in accordance with the Full Member's constitution.

The Representative has been duly appointed/nominated by _____
(insert name of appointing authority, e.g. Apex Council, General Body etc.) in accordance
with Rule/Clause/Regulation No. _ _ _ _ _ of the Full
Member's constitution. *An extract of the relevant provision specifying the authority
empowered to appoint/nominate the Representative in the Full Member's constitution and a
copy of the Resolution passed by the appropriate nomination/appointing authority of the
Representative, as per the Full Member's constitution is attached herewith.*

- c) The Representative is a citizen of India;
- d) The Representative has not attained the age of seventy (70) years;
- e) The Representative has not been declared to be insolvent or of unsound mind;
- f) The Representative is not a Minister, or a Government Servant and does not hold a public
office.

Note: It is clarified that a former player employed by the Government or a Public Sector undertaking under 'Sports Quota' will not be treated as being disqualified for being a "Government Servant" or a person holding a "public office". If such a Representative is employed by a Government/Public Sector undertaking under 'Sports Quota', kindly attach a certificate from such Government/Public Sector employer stating that the Representative is employed with such entity under the 'Sports Quota';

- g) The Representative does not hold any office or post in a sports or athletic association or federation apart from cricket;
 - h) The Representative has not been charged by a Court of Law for having committed any criminal offence, i.e., no court of law has passed any order framing charges against me;
 - i) The Representative has not been an Office Bearer of the MCA for a cumulative period of 9 years;
 - j) The Representative is not required to undergo a cooling off period of 3 years in accordance with the MCA Rules and Regulations;
 - k) In support of paragraphs i) and j) above, attached herewith is an information sheet specifying all Office Bearer posts held by the Representative in the MCA or in the Full Member or any other Member of the MCA previously, along with the terms and tenures of such positions;
- D) In support of the Full Member's application to have the Representative serve as the official representative of the Full Member for the MCA Election to be held on 9th December 2025 attached herewith are the following additional documents:

1. A self-attested copy of the following Identification and Age Proof document of the Representative (any one): Passport Voter ID Aadhaar Card
2. A self-attested copy of the following Address Proof document of the Representative (any one):
Passport Voter ID Driving License Aadhaar Card
3. A self-attested copy of the Representative's PAN Card; and
4. A Declaration cum Affidavit from the Representative in the prescribed **Form A.1**, duly attested by a notary/oath commissioner.

The Full Member hereby affirms that the information provided in this Representative Nomination Form ("**Form**") and all the supporting documentation attached to this form is true and accurate. The Full Member understands that the information provided in this Form and the supporting documentation may be independently verified for accuracy, truthfulness and completeness by the Electoral Officer, MCA and in the event that it is found that any information in the Form or in the supporting documentation is inaccurate, false or misrepresented, the Full Member's eligibility to participate in the MCA Election may be revoked, cancelled or rendered void.

For and on behalf of:

Name of Full
Member:

Stamp of Full
Member:

Signature:

Name of Authorised Signatory:

ANNEXURE 2

Form A.1

Representative Declaration cum Affidavit

I, Mr./Mrs./Shri./Smt./_____S/o, W/o, D/o
_____aged at_____years and residing at

hereby confirm and solemnly affirm that I have been duly nominated by _____ ("**Full Member** ") to be its representative to participate in the MCA Election to be conducted during the General Meeting of the MCA on 3rd September 2022 and that I am eligible to be a Representative of the Full Member to the MCA as per the norms specified.

I hereby affirm that the information provided by me in this Representative Declaration cum Affidavit ("**Affidavit**") and the Representative Nomination Form ("**Form**") along with all supporting documentation therein is true to the best of my knowledge. I hereby understand that the information provided in this Affidavit, the Form or in the supporting documentation may be independently verified for accuracy, truthfulness and completeness by the Electoral Officer, MCA and in the event that it is found that I have acted fraudulently or misrepresented any information in this Affidavit, the Form or in the supporting documentation, my eligibility to represent the Full Member and the Full Member's eligibility to participate in the MCA Election may be rejected by the Electoral Officer, MCA.

Name and Signature of the

Representative:

Date: