

GENERAL ELECTIONS,
LOK SABHA, 2019
MOST URGENT

OFFICE OF THE CHIEF ELECTORAL OFFICER
TELANGANA

South "H" Block, Secretariat, Hyderabad.

Memo.No.129 /Elevs. D/2019,

Dated:18-01-2019.

Sub:- ELECTIONS – Forthcoming General Elections to the Lok Sabha, 2019 - Preparatory activities – Preparation of database of Polling Personnel likely to be involved in elections - Instructions - Regarding.

Ref:- From the ECI, New Delhi, Lr.No.52/2013/SDR, Dt.18.06.2013 and 16.7.2013.

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The attention of all the Collectors & District Election Officers (except Collector, Hyderabad) and the Commissioner, GHMC & District Election Officer, Hyderabad is invited to the references cited and they are informed that very large number of persons have to be put on duty for the purpose of forthcoming General Elections to Lok Sabha, 2019. These include personnel in polling teams including Presiding Officers and Polling Officers, Police personnel used in elections, Sector and Zonal Officers, Returning Officers, Assistant Returning Officers, District Election Officers and their staff Micro-Observers, Assistant Expenditure Observers, Observers of the Commission, drivers, conductors and cleaners of vehicles used in elections etc. In this regard it is requested to make proper assessment of the requirements and preparatory work with regard to the appointment of Polling Personnel / Micro Observers for smooth conduct of forthcoming General Elections to the Lok Sabha, 2019 as was done during the General Elections to the Telangana Legislative Assembly, 2018, ensuring that there should not be any shortfall of any polling staff. The data base of the man power (State/Central Government, Public Undertakings of State & Central Government, Banks and allied organizations, videographers, drivers etc.) whose services are to be utilized, shall be prepared in accordance with the instructions of Election Commission of India in advance.

2. Section 26 of the Representation of Peoples Act, 1951 empowers the District Election Officers to appoint the Presiding Officer and Polling Officers for polling station falling in his district. Further under section 20A of the Representation of the People Act, 1951, the District Election Officer is required to coordinate and supervise all work in the District in connection with conduct of elections. Therefore by convention and for convenience, the District Election Officers have been requisitioning staff for conduct of election under Section 159 of the R.P.Act..

3. The orders for requisitioning staff for election work are issued by the Chief Electoral Officer under section 159(1) of Representation Peoples Act, 1951, requesting the authorities mentioned in sub-section (2) of section 159 of Representation of the People Act, 1951 to make available to Returning Officer such staff as may be necessary for performance of duties in connection with elections. Appointments of staff so seconded to Returning Officer should, however, be made by the District Election Officer under Section 26 of the Representation of the People Act, 1951 (ECI Instruction No.464/INST/2009/EPS, dated 18-2-2011).

4. All the District Election Officers shall to take further necessary action for drafting of the personnel from various organizations viz., State & Central Public Undertakings/Universities/ Banks and allied organizations, for appointment as Polling Personnel as well as Micro Observers for posting in **each polling station including the Auxiliary polling station.**

5. Appointment of Polling Personnel / Micro Observers shall be done for smooth conduct of General Elections to the Lok Sabha, 2019 as per Chapter III - Polling Personnel of Hand Book for Returning Officers, 2014. While requisitioning staff the following general guidelines should be kept in mind which is reiterated below:

- a) Based on the availability of staff in the institutions covered under Section 159(2) of R.P. Act 1961, and the requirement of staff, the staff may be requisitioned from such institutions.
- b) For the purpose of efficient control of the polling personnel and of economy in expenditure on travelling allowances etc., each district, as far as practicable, should use its own personnel. All the personnel working under the State and Central Government offices in the State, as well as under the local bodies, have to be mobilized and an assessment of availability made well in advance. The Central Government and State Government have issued instructions to all heads of departments and offices of the Central and State Governments to furnish to the District Election Officer data of officers in different categories.