

**Biennial Elections to Telangana Legislative Council**

**MOST URGENT**

**OFFICE OF THE CHIEF ELECTORAL OFFICER, TELANGANA  
South "H" Block, Secretariat, Hyderabad.**

**Memo.No.1834 /Elems. D/2019-1**

**Dated:01-03-2019.**

Sub:- ELECTIONS – Biennial elections to the Telangana Legislative Council from 1 Graduate and 2 Teachers Constituencies to be held on 22-3-2019 Selection, appointment, training of Polling/Counting Personnel and deployment of other election officials - Instructions - Regarding.

Ref:- ECI, New Delhi, Press Note No.ECI/PN/21/2019, Dt.24.2.2019.

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The attention of all the District Election Officers and concerned Returning Officers in the address entry is invited to the reference cited where in the ECI has announced the Biennial Elections to the Legislative Council Constituencies from Graduates/Teachers and Local Authority.

2. In this connection it is informed that the Election Commission of India has published the Handbook for Returning Officers for Elections to the Council of States and State Legislative Council, February 2016, copies of the same has already been supplied to the districts by this office. The Chapter-III POLLING PERSONNEL & Chapter – VII of the said Handbook clearly explain about the appointment of Polling/Counting Personnel, some important instructions are reiterated below:

**C. Elections in Graduates' and Teachers' Constituencies:**

3. Under Section 26 of the Representation of the People Act,1951, the DEO is required to appoint a Presiding Officer and such number of Polling Officers, as he thinks necessary, for each polling station within his district. In cases where a Council Constituency extends over more than one district, the respective District Election Officer of the districts in which the Constituency falls shall prepare the lists of Presiding and Polling Officers within their jurisdiction. The District Election Officer responsible for providing polling stations for that Constituency will adopt these lists in to and make the appointments

**Complement of staff for a Polling Party**

5.1 In a Graduates' or Teachers' Constituency normally one Presiding Officer, one Polling Officer for Identification of voters and application of indelible ink, one

Polling Officer for issue of ballot papers and another Polling Officer for issue of marking instruments are appointed for each polling station. If the number of electors assigned to a polling station is very small, say, 100 or so, only two Polling Officers may be sufficient. There is no need for any reserve Polling Officer or peon for each polling station. A common reserve list of polling personnel for the entire district should, however, be kept by the District Election Officer of the district to enable him to send substitutes in the place of any Presiding or Polling Officer absenting himself on the Polling day owing to any unavoidable circumstances in their respective districts.

**(P.T.O)**

**5.2** Although the second proviso to sub-section (1) of Section 26 permits the appointment of a common Presiding Officer for two or more polling stations, no Presiding Officer should be placed in charge of more than one polling station, unless a common polling station is provided in the same hall/room for Graduates' Constituency and a Teachers' Constituency at a simultaneous election.

### **Selection of staff for Polling parties**

**6.1** As the number of polling stations to be set up in each district is generally small and as the elections are not held simultaneously throughout the State at any time, the selection for appointment of Polling Personnel should be restricted to employees of Central and State Governments and Local Bodies. The Presiding Officer should generally be of the status of a Tahsildar or Dy.Tahsildar. The Polling Officer should generally be of the status of an Accountant or an Assistant. As far as possible, persons selected for polling duty in a district should be posted for duty **in the polling stations set up in that district**. Persons who have already done polling duty at a previous election from a Council Constituency or a Parliamentary or Assembly Constituency should, as far as possible, be selected for polling duty, as they would have acquired the requisite experience and training. Hence all the DEOs, shall appoint the Polling Staff required for the Polling Station falling in their respective districts under intimation to the concerned Returning Officer.

6.1.A In order to avoid any allegation of collusion among the polling personnel of a polling party in favour of any particular candidate or political party and to instill confidence in the minds of political parties and candidates about free and fair elections, RO should ensure proper mix of polling personnel drawn from Central and State Governments at the time of formation of a polling party in the Graduates' or Teachers' Constituency.

6.1.B. In order to ensure that the above instructions are complied with strictly, the RO should furnish to the Secretary, Election Commission as well as to the Chief Electoral Officer of your State a CERTIFICATE to the following effect immediately after the polling parties have been formed for an election.

#### **CERTIFICATE**

Certified that (i) the polling parties have been formed by a proper mix of officials drawn from different offices and departments, and (ii) that the officers have been drawn from State Government's departments as well as from the Central Government's offices, as far as practicable.

**6. 2** After preparing the list of polling personnel on the lines indicated above, a copy of the list giving clear details of the name of the person selected, his official designation and the post and polling station for which he is selected should be sent to the Returning Officer of the Constituency, if the concerned District Election Officer is not himself the Returning Officer of that Constituency.