

भारत निर्वाचन आयोग
Election Commission of India

By Speed Post/Email

निर्वाचन सदन
Nirvachan Sadan,
अशोक रोड, नई दिल्ली-110001
Ashoka Road, New Delhi-110001

No. 491/Al-Inst./1/2024/Communication

Dated: 31st January, 2024

To

**The Chief Electoral Officers of
Andhra Pradesh, Bihar, Chhattisgarh, Gujarat, Haryana, Himachal Pradesh, Karnataka, Madhya
Pradesh, Maharashtra, Telangana, Uttar Pradesh, Uttarakhand, West Bengal, Odisha, Rajasthan.**

**Subject: Biennial Election to the Council of States to fill seats of members retiring in April 2024 -
regarding.**

Sir,

I am directed to state that the Commission vide Press Note No. **ECI/PN/10/2024 dated 29.01.2024** has announced the schedule for **Biennial Election to the Council of States to fill seats of members retiring in April 2024.**

2. In this connection, you are requested to assess the requirement of Authority Letters under Rules 32(C) and 53(1)(b) of the Conduct of Elections Rules, 1961 for the aforesaid election in your state and furnish list of persons to whom authority letters are to be issued. Such requests shall be recommended by the Head of the Public Relations Department / Director of Information of State Government in case of media persons outside Delhi. No preference will be given to the representatives of Central or State Government media or those representing foreign press/media and all should be treated alike with due and appropriate care.

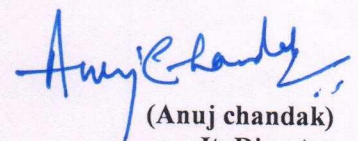
3 (a). Two passport size photographs should accompany with each request for issuance of Authority Letter. The Chief Electoral Officer who is the officer authorized by the Commission for media persons outside Delhi and for persons deployed by media organizations for conducting election surveys and collecting election data, shall have one copy of the photograph pasted on the Authority Letter and this can be authenticated with the facsimile signature of the issuing authority. The other copy of the photograph can be pasted in the control register. The Authority Letter as such has to be signed personally by the authorized officer. This aspect may please be brought to the notice of all concerned sufficiently in advance to avoid any inconvenience.

3(b). It may also be clarified to all concerned that an authority letter to enter a "Counting Centre" is not an authority to enter the "Counting Hall(s)". Access to Counting Hall will be governed by separate set of instructions issued **vide** Commission's letter No. 491/CNTG/MCS/99 dated 21.09.1999.

3(c). The authority letter for Poll day is valid for all Polling Stations of the Constituency mentioned in authority letter, which an applicant may like to cover. **The authority letter clearly mentions that photography and videography is strictly prohibited inside the Voting Compartment so as not to violate secrecy of Ballot.**

4. While forwarding such requests duly recommended by the above-mentioned authorities, name of the person, full postal address, whether official or non-official and whether Authority Letter is required for (i) polling or (ii) counting or (iii) both should also be indicated clearly. **No omnibus Authority Letter shall be issued.** You should maintain appropriate control registers at your level.
5. While recommending passes for counting, care should be taken that: -
 - (a) For electronic media teams, not more than two passes should be given for one counting centre and it is emphasized that each individual member will need a separate authority letter.
 - (b) For print media, only one pass per news agency/newspaper should be given for one counting centre.
6. You are requested to screen and scrutinize such requests in accordance with Commission's standing directions issued from time to time on the subject and send your recommendations immediately.
7. Give wide publicity regarding the deadline fixed by the Commission in order to ensure that **your requirements must reach the Commission not later than 15 days prior to the date of poll. Any request received after the deadline will be considered only on exceptional cases, like act of God, death or illness etc. on the recommendation of the sponsoring authority concerned. No piece-meal requests from the sponsoring authorities will be entertained.** Please ensure wide publicity to the arrangements.
8. Your attention is also invited to the extant instructions regarding COVID-19 containment measures and ensure that these instructions are complied with while making arrangements for conducting the elections.
9. You are also requested to forward authority letter request in prescribed format. **(Copy enclosed)**
10. You are requested to share your requests for Authority letters and media approval on media.election.eci@gmail.com

Yours faithfully



(Anuj chandak)
Jt. Director
Ph.011-23052131

To

Under Secretary,
Communication and Media Section,
Election Commission of India
New Delhi.

**Sub: General Elections/Bye Elections/Biennial Elections to the Legislative
Assembly Constituency/Parliamentary of Assembly
Constituency.....(name of state/details of Assembly Constituency)/
Election to the office of President and Vice President - Issue of authority letters
to media persons-reg.**

Sir,

With reference to the above subject, a list of total media representatives to whom the Authority letters are to be issued is enclosed for kind approval of the Commission.

For Polling Stations (Print and Electronic Media) (Number of media representatives)
For Counting Centers(Print and Electronic Media) (Number of media representatives)
Total Blank authority letters required for Polling Stations and Counting centers, if any (Polling stations) (Counting Centers)

2. It is certified that the list of media representatives as recommended above has been scrutinized and found to be correct as per the ECI's guideline. The names recommended have also been found as genuine media persons and fulfill the criteria laid down in the Commission's guidelines.

Yours faithfully

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(Name and Designation of officer)