

Frequently Asked Questions (FAQ)

1. What is IEMS software?

- IEMS (Integrated Election Expenditure Monitoring System) is web based software, which has been developed by the Election Commission of India to assist the political parties in their compliances work. Parties can file their Annual Audited Accounts, Contribution Report & both Part and Full Election Expenditure Statements through online portal.

2. What is the purpose of IEMS software?

- The purpose is to make compliance process easy.

3. How can I file all three compliance reports (Annual Audited Account, Contribution Report and Expenditure Statement both part & full) online?

- It is very simple and user friendly. Party should follow below mentioned steps –
 - Step-1** Go to <http://iems.eci.gov.in>
 - Step-2** For onboarding, provide the Commission with the mobile number of authorized signatory and authorized Email that party plans to use for this purpose
 - Step-3** Once onboarding is done by the Commission, fill login details and confirm with OTP received on registered Phone No.
 - Step-4** Click on “file New Report” and fill the all required information
 - Step-5** Sign the report by the prescribed authority through Aadhar linked OTP received on registered Phone No. and then submit to ECI.
 - Step-6** On filing of successful submission to ECI, you will get acknowledgment on registered mail and on registered phone No.
(For details – you can see user manual which is available on the portal)

4. Whether is it compulsory to file online?

- Manual filling can also be done. However, online filing is desirable.

5. Whether a certified/signed hard copy of online filed report will also have to file after successful submission of online report?

- No, once you have filed online report and it has been accepted by the ECI, there will be no need to submit hard copy to ECI/CEO, Online filling will be deemed to be considered as compliance for the extant legal/administrative requirements.

6. What are the advantages of IEMS software?

- Some benefits are as under -
 - No hardcopy required.
 - Auto populated information in many cases & in some cases csv file uploading option as offline modality.

- iii. Digital signature removes any chance of unauthorized filing.
- iv. Smooth edit / revision.
- v. Any where any time access.
- vi. User friendly.
- vii. Easy and full disclosure as per ECI guidelines
- viii. Instant acknowledgement of filing status.
- ix. Regular update about due date.
- x. Easy, regular & real time correspondence.

7. To whom you can connect while facing any problem during online submission?

- The online portal is user friendly. Further all steps have been explained in very comprehensive and detailed manner in the “user manual”, which is available on the ECI portal. Still, in case of any kind of problems in operation or information or steps etc, the party may contact us.

8. Can we edit / revise our already filed report?

- Yes, after logging, click on “Revised Report” button you can submit a revised report.

9. How can we update our party’s information like correspondence address / Phone No/ email / authorized signatory etc?

- Party can’t change/ update its basic information or contact details etc. Parties desiring to update any details, has to inform, in writing, to ECI Political Party Division. After receiving the request from party, ECI will update your profile after due verification.

10. If any dispute within a party (like fraction, symbol or officers related) then who will operate login credentials?

- In case of any dispute arising within a party, the online access will be suspended by the ECI till the time the issue is resolved. Further hard copy will be accepted in such manner as decided by ECI, on a case to case basis.

11. What will happen if political parties fail to submit their compliance reports within due date?

- Though Political parties are allowed to file their compliance reports even after due date by using same online platform, the consequences of non filing of compliance report within due date will remain, as they were applicable in case of manual submission. (For more details, please refer our transparency guidelines available on www.eci.gov.in). Non-filing or late filing of reports will entail consequences as per law and instructions of ECI, as applicable in case of a particular compliance.

12. How the political party will get to know that its compliance report has been submitted successfully ?

- When the party will submit compliance report online, acknowledgment will be sent via registered email and an sms will also be sent on registered phone number.

13. My party has not received online credentials. What should I do?

- The authorized person of the party with all registration documents and a copy of registration certificate may approach Political Party Division for this purpose.

14. Who is authorized to operate IEMS?

- As per Sec-29C of RPA -1951, the Political Party is required to inform about authorized signatory and his/her email, phone no. and address. The credentials will be shared on registered email id after verification process.

15. After submission of online report how a party may know the current status of their report?

- After submission of online compliance report, political party will be able to see the status of its report on its dashboard.

16. How can a party know about due date of filling of report?

- To keep updating the political party about due date of report, IEMS software will send regular alerts before due date to remind parties to complete their compliance on time.

17. How can a party see the already submitted reports?

- On IEMS portal, you can see all the filed reports. You can revise / download them.

18. Whether this portal is for both Recognized and Unrecognized parties ?

- Yes, all registered parties, whether they are recognized or unrecognized, can file the reports through IEMS portal. Every party, whether recognized or unrecognized has been allotted separate login credential which will have to be used to use IEMS portal.

19. Has jurisdiction of ECI and State CEOs have been merged into one?

- No, the jurisdiction, [for receiving & processing of compliance reports], for an registered unrecognized party will be with the CEO of a state where party's headquarter is situated. ECI has delegated this work of compliance for RUPPs to respective CEOs, however, ECI retains original mandate and jurisdiction for all these compliances. The jurisdiction for receiving & processing reports by all recognized parties, whether national or state, will remain with ECI – New Delhi.

20. Is there any additional report that will have to be filed before ECI or CEO after the launch IEMS portal?

- No, there is no additional report being asked from the political party. All those compliance reports which are being submitted to the ECI/CEO by the political parties will remain same. Only mode has been upgraded to make the compliance easy.

21. What the political parties have to do now?

- No additional formalities are required from political parties to switch over to digital mode. It is requested that every political party should keep update their communication information (Email/Phone No/ address / authorized signatory) so that login credentials, alerts regarding due date, reminders etc can be communicated properly.

22. Is there any change in format of existing compliance reports, which are to be submitted online?

- No. Format has not been changed. All reports will be filed in old prescribed format, but in online mode on the portal.

23. In the existing system, hard copy of report is stamped by the political party and Auditor, if so applicable. How stamping will be possible in online system?

- No stamping is required, if political party files report online through IEMS. Every report will be e-signed by the authorized signatory of a political party by using registered aadhar linked phone number. Further, if signature of an Auditor is also required, the Auditor will also e-sign the report.

24. Will UDIN still remains mandatory for AAA even after report is e- signed by the Auditor?

- Yes, UDIN remains mandatory in online reporting as well. Auditor has to place UDIN before submitting the report, (as per ICAI guidelines). Without UDIN report cannot be submitted to ECI/CEO.

25. How the political party will be informed, if any discrepancy is observed by the ECI/CEO in the filed report ?

- The party will be informed online (email & portal) and by speed post.

26. In which financial year IEMS portal is going to roll out?

- All parties are requested to file all compliance report through IEMS portal from the Financial Year 2023-24 onwards.

27. Is there any user manual available to guide step by step operation of IEMS portal ?

- Yes, ECI has prepared detailed user manual, which will be provided to every political party. Further, the manual will also be available on IEMS portal & ECI website.