

ELECTION COMMISSION OF INDIA

Nirvachan Sadan, Ashoka Road, New Delhi-110001

No. 505/Meeting/IT Module/PPEMS/2022

Dated: 30th June, 2023

To

The President/General Secretary
of all Political Parties

Sub: Online filing of Contribution Report, Audited Annual Accounts and Election Expenditure Statements by Political Parties-Reg.

Madam/Sir,

Political Parties are an important institution and stakeholder in the electoral space as they act as bridge for voters and the contesting candidates in the elections. As multi-party system is a foundational feature of our democracy, Political Parties, in that role also enjoy a higher status in the eyes of the electors. In recognition of this, Part IVA of the Representation of People Act, 1951 provides the condition of registration & thereafter the privilege of tax exemptions to the registered Political Parties. As tax exemptions amplify public funds in terms of cost of revenue forgone, it is incumbent upon Political Parties to adhere to the principles of democratic functioning and transparency in the electoral processes, particularly in their financial disclosures, which also contributes to an informed and vigilant elector. This is a sin qua non for conduct of free and fair elections.

2. As you are aware, under the Representation of the People Act, 1951 and also the transparency guidelines issued by the Election Commission of India (ECI), political Parties are required to submit following financial statements with the ECI /Chief Electoral Officer of respective States/UTs –

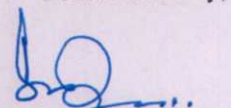
- I. **Contribution Report** under section 29C of the Representation of the People Act, 1951, read with Rule 85B of the Conduct of Elections Rules, 1961,
- II. **Election Expenditure Statement[(a)Final Statement and (b) Part Statement** under Commission's instruction dated 07.04.1996 issued in pursuance of the direction of Hon'ble Supreme Court of India in the case of Common Cause vs Union of India & Oth., (AIR 1996 SC 3081) and subsequent instructions no. 76/EE/2012-PPEMS, dated 21.01.2013, 76/Instructions/2015/EEPS/Vol.II dated 8th September,2015 and Instruction no. 76/Virtual Campaign/EEPS/2022, dated 15.01.2022.
- III. **Audited Annual Accounts** under Commission's instruction no. 56/AA/ICAI Report/2015/PPEMS, dated 27.04.2015 and instruction no. 56/AA/2020-21/PPEMS, dated 21.01.2022.

In this regard, Commission's instruction/clarifications regarding transparency guideline no. 76/PPEMS/Transparency/2013, dated 29.08.2014 and instruction no. 76/PPEMS/Transparency/2014, dated 19.11.2014 also refers.

3. Various instances have come to notice where number of political parties have either not filed one or more requisite financial statements as stated above or have filed delayed/ inadequate / incomplete details, that too in a non-standardised manner.
4. With the twin objectives of facilitating political parties to overcome the difficulties in physical filing of reports and secondly, to ensure timely filing of financial statements in the prescribed / standardized formats, ECI had developed IT modules for online submission of financial statements. The tech-based system is also enabled to receive statements only from the authorized representative of the party, send reminders on the registered mobile number and registered emails and progressively keep digital records. Thus both a convenient & seamless IT framework.
5. A comprehensive guiding Manual with graphical representation, and FAQs are being annexed with this letter, explaining the online module and the process of filing reports online. This has been prepared to facilitate Political Parties to file the report in a hassle free and smooth manner. The Manual and FAQs are also available on the ECI Website.
6. The Commission urges all the Political Parties to start filing above mentioned financial reports through online mode. To start the onboarding process, you are requested to provide name of the signatory authorized to sign financial statements, his mobile number and authorized email which party plans to use for the purpose, preferably within 15 days. However, if a political party does not wish to file the financial report through online mode for some reasons (to be conveyed to the Commission in writing), it may continue to file its reports in hard copies along with CDs/Pen drive in the prescribed formats, which Commission will in turn publish online along with letter of the party justifying non-filing of financial statements online.
7. For further guidance on the online filing of above-mentioned financial reports, if you wish, a hands-on training programme can be organized by the Commission for the designated person(s) from your organization, on prior intimation. You may share the e-mails and mobile numbers of the persons designated from your party to the undersigned, for fixing the date and time of training as per convenience. Copy of this letter, formats, user manuals, FAQs are being uploaded on ECI website for easier access.
8. Kindly acknowledge the receipt of this letter.

Encl. as above

Yours faithfully,



(BINOD KUMAR)
SECRETARY

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