

INDIAN COUNCIL OF AGRICULTURAL RESEARCH KRISHI BHAWAN, NEW DELHI-110 001

F. No. 21-11/2021-CDN

Dated 8 Nov., 2022

ENDORSEMENT

Sub: - Bye-elections in Parliamentary/Assembly Constituencies of various Statesenforcement of Model Code of Conduct - reg.

O.M. No.1/41/1/2022-Cab dated 7th November 2022 and dated 10th November, 2022 issued by Cabinet Secretariat, Government of India regarding the aforesaid mentioned subject are being uploaded on the ICAR website www.icar.gov.in and e-office for information and compliance.

(Harpal Thakur) Under Secretary (CDN)

Distribution:

1All the Constituent units of ICAR viz. Directors/ Project Directors/ NRCs/ PDs/ ZPDs/ Bureaux/ ATARIs etc.

- 2 All Officers/ Sections at ICAR Krishi Bhawan/ KAB-I & II/ NASC.
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MOST IMMEDIATE

No.1/41/1/2022-Cab GOVERNMENT OF INDIA (BHARAT SARKAR) CABINET SECRETARIAT (MANTRIMANDAL SACHIVALAYA) RASHTRAPATI BHAWAN

New Delhi, the 10th November, 2022

OFFICE MEMORANDUM

Subject: Bye-elections in Parliamentary/ Assembly Constituencies of various States - Enforcement of Model Code of Conduct - reg.

The undersigned is directed to enclose copies of following letters received from Election Commission of India on the above mentioned subject for information and further necessary action:

- (i) Letter No. 437/6/1/ECI/INST/FUNCT/MCC/2022/3023 dated 05.11.2022.
- (ii) Letter No. 437/6/1/ECI/INST/FUNCT/MCC/2022/3075 dated 08.11.2022.

Encl: As Above

(Anita Tripathi)
Director
Tel.: 2379 2204

All Secretaries to the Government of India

Sent through

Sent through

Sent 1372636



INSTRUCTION SI, No. 25

Election Commission's letter No. 437/6/INST/2016-CCS dated 29.06.2017 addressed to the Chief Secretaries and CEOs of all the States/UTs and recognized Political parties of States/UT.

Subject: Model Code of Conduct - Instruction- bye-election of Parliamentary/Assembly Constituency - Regarding.

On the above cited subject, I am directed to state that the Commission has reviewed the issue and has issued the following modifications of its earlier instructions-

1. Enforcement of MCC

The Commission's instructions, contained in letters No. 437/6/INST/2012/CC&BE dated 26.04.2012 and No. 437/6/INST/2012/CC&BE dated 21.10.2013, list various provisions of applicability of MCC to the concerned district or the AC/PC concerned. These instructions are modified to the extent that in case the constituency is comprised in State Capital/Metropolitan Cities/Municipal Corporations, then aforesaid instructions would be applicable in the area of concerned Constituency only. In all other cases the MCC would be enforced in the entire district(s) covering the Constituency going for bye-election(s).

2. Publishing of Adventure and

The Commission on 25th June, 2013, directed that the release /publishing of advertisements during the period of operation of Model Code of Conduct in connection with bye-elections would be regulated as follows:-

- (i) Advertisement of general nature in connection with specific occasions of importance may be published. However, such publishing shall be restricted to the dates coinciding with the special occasion only, and it shall not be published on other days. The advertisement shall not bear photographs of any Minister and other political functionaries.
- (ii) No advertisement having any specific/pointed reference or connotation to the areas covered by the bye-election constituencies shall be released/published on any date during the period.

Further, it is clarified that no new schemes should be advertised in the districts where the bye-election is being conducted. [Subpara (ii) above) stands modified].

3. Tours of Ministers

During bye elections from any constituencies, either Parliamentary or Assemblies, the following





restrictions are applicable as per instruction issued by the Commission on 23rd November, 2007 with regard to the tours of Ministers which inter alia provides that:-

- (i) All Ministers, whether Central or State, shall not combine in any manner their official tours with election work after the announcement of the bye elections. All and any visits to the district(s) where bye-election is being held and where Model Code of Conduct is, therefore, in force, have to be completely private in nature.
- (ii) In case where a Minister travelling on official work transits through the district(s) where the bye-election is being held on route to any other district on official visit, he shall not attend to any political work.

Further, it is clarified that the Ministers or persons holding equivalent rank/ status cannot combine their official visit with campaign by en routing their journey for official purposes to a place where MCC is not in force and then proceeding from that place to the area where MCC is in force for election campaign. In case it is done, the entire journey expense shall be treated as election expense. [subpara (ii) above stands modified].

4. Regarding transfer/for any of Officers

For all officers, who are connected with the conduct of bye-election in the State, the existing ECI's instructions on implementation of transfer policy be applied within the area falling under the concerned AC/PC. While implementing this policy the DEO/RO should take care that in case of deployment of any officer from outside the constituency for any election related duty, shall also conform to the transfer policy of the Commission.

5. Regarding Astronocourt at M.P.A.

There is no ECI's instruction in the context of bye-election prohibiting State Governments to take decisions which have State wide effect and consequently in the Constituency concerned.

The Commission, after taking into consideration all relevant factors in this regards, has decided that announcement of D.A. by the state government may be done as a routine affair but it should not be publicized as the Government's achievement.

Kindly inform all concerned and give due publicity and ensure compliance in letter and spirit.





INSTRUCTION SL No. 28

Election Commission's letter No. 437/6/1/ECI/INST/FUNCT/MCC/2017, dated 18.01.2018 addressed to the Chief Electoral Officers of all States/UTs

Subject: Clarification regarding enforcement of MCC during bye-election - regarding.

I am directed to refer to the Commission's letter No. 437/6/INST/2016-CCS dated 29th June, 2017 regarding application of Model Code of Conduct wherein it has been stated that in case the constituency is comprised in State Capital/Metropolitan Cities/Municipal Corporations, then MCC instructions would be applicable in the area of concerned Constituency only. In all other cases aforesaid instructions would be enforced in the entire district(s) covering the Constituency going for bye-election(s). (Copy enclosed for ready reference) (Instruction Sl. No. 25).

In this connection, a clarification was sought for by Returning Officer, Ajmer Parliamentary Constituency in Rajasthan, whether the MCC was to be enforced in the entire district of Jaipur or only in the Dudu Assembly segment of Jaipur District during the ensuing bye-election to Ajmer Parliamentary Constituency Since Jaipur district has in it state capital municipal corporation, metropolitan city as well as rural area. The Commission considered the matter and clarified that in order to avoid dislocation/disturbance of normal administrative work in Jaipur District, MCC would be enforced only in Dudu Assembly segment of Jaipur district.

Now, the Commission has decided that above direction shall be applied in all future byeelections in the Country involving State Capital/Metropolitan Cities/Municipal Corporations. Accordingly, any district in which Corporation/Metro/Municipal Corporation is located, MCC would be enforced in the particular Assembly Constituency Segment only and not in the whole of the district.

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भारत निर्माचन आयोग यनिवालय SECRETARIAT OF THE ELECTION COMMISSION OF INDIA

निर्वाचन मदयः । अशास भेदः, तर्रः निर्म्याः २ १८०३। Nirvarlian Sadar - V noka Road, New Delin 11(00),

No.437/6/MISC/ECI/LET/FUNCT/MCC/2019

Dated: 14th October 2019

To

- 1. The Chief Secretaries of all States and Ution Tur. Laries.
- 2. The Chief Electoral Officers of all States and Union Territories

Subject: - Clarification regarding enforcement of MCC during bye-election - regarding.

Sir/Madam,

i am directed to refer to the Commission's Instructions issued side letter No. 437/G/INST/Z016. CCS dated 29.06.2017 and to state that the Commission has been receiving various reduces a seeking clarifications regarding enforcement of seek during byo elections where a small number of the ring stations of the Constitutionary fall under curiom should other district(s).

The Commission has considered the marter and direct of the instructions contained in the para 1 of the aforesaid letter shall cover the district in which all or maximum number of polling scations of constituency going to bye election are located. For the district(s) with number of polling stations less than 19% of the total period districts of the constituency concerned the instructions contained in the para-1 of the attenuant to remain be applicable only in the area under jurisdiction of those polling stations. Previous II must be ensured that the either instructions regarding deployment of staff, etc. are stocky on according all districts prespective of number or polling stations situated therein.

Yours faithfully.

(NARFNORA N BUTOLIA)
PRINCIPAL SECRETARY

ELECTION COMMISSION OF INDIA NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001

No.437/6/1/ECI/INST/FUNCT/MCC/2022/3075

Dated: 8th November, 2022

To

1

The Cabinet Secretary, Government of India, Rashtrapati Bhawan, New Delhi.

 The Chief Secretary to the Government of Uttar Pradesh, Lucknow.

 The Chief Electoral Officer of Uttar Pradesh, Lucknow. NedA

Dir(ATE)

Subject:-

Bye-election in 15-Khatauli Assembly Constituency of Uttar Pradesh Instructions on enforcement of Model Code of Conduct- regarding.

Sir/Madam,

I am directed to state that the Commission has announced, vide Press Note No. ECI/PN/87/2022 dated 8th November, 2022, schedule for Bye-elections in 15-Khatauli Assembly Constituency of Uttar Pradesh.

- 2. The provisions of the Model Code of Conduct have come into force with immediate effect in the district(s) in which the whole or any part of the Assembly Constituency going for bye-election is comprised, subject to partial modification as issued by Commission vide its letters No. 437/6/INST/2016-CCS dated 29th June, 2017. No. 437/6/MISC/ECI/LET/FUNCT/MCC/2017 dated 18th January, 2018 and No. 437/6/MISC/ECI/LET/FUNCT/MCC/2019 dated 14th October, 2019 (copies enclosed).
- This may be brought to the notice of all concerned.

Yours faithfully,

(SÚMIT MUKHERJEE) SR. PRINCIPAL SECRETARY 9/11

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INSTRUCTION St. No. 25

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Subject: Model Code of Conduct - Instruction- bye-election of Parliamentary/Assembly Constituency - Regarding.

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- (ii) No advertisement having any specific/pointed reference or connotation to the areas covered by the bye-election constituencies shall be released/published on any date during the period.

Further, it is clarified that no new schemes should be advertised in the districts where the bye-election is being conducted. [Subpara (ii) above) stands modified].

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During bye elections from any constituencies, either Parliamentary or Assemblies, the following



restrictions are applicable as per instruction issued by the Commission on 23rd November, 2007 with regard to the tours of Ministers which inter alia provides that:-

- (i) All Ministers, whether Central or State, shall not combine in any manner their official tours with election work after the announcement of the bye elections. All and any visits to the district(s) where bye-election is being held and where Model Code of Conduct is, therefore, in force, have to be completely private in nature.
- (ii) In case where a Minister travelling on official work transits through the district(s) where the bye-election is being held en route to any other district on official visit, he shall not attend to any political work.

Further, it is clarified that the Ministers or persons holding equivalent rank/ status cannot combine their official visit with campaign by en routing their journey for official purposes to a place where MCC is not in force and then proceeding from that place to the area where MCC is in force for election campaign. In case it is done, the entire journey expense shall be treated as election expense. [subpara (ii) above stands modified].

4. Regarding Transfer/for ear or of there's

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5. Regarding Approuncement in P.A.

There is no ECI's instruction in the context of bye-election prohibiting State Governments to take decisions which have State wide effect and consequently in the Constituency concerned.

The Commission, after taking into consideration all relevant factors in this regards, has decided that announcement of D.A. by the state government may be done as a routine affair but it should not be publicized as the Government's achievement.

Kindly inform all concerned and give due publicity and ensure compliance in letter and spirit.

INSTRUCTION SI. No. 28

Election Commission's letter No. 437/6/1/ECI/INST/FUNCT/MCC/2017, dated 18.01.2018 addressed to the Chief Electoral Officers of all States/UTs

Subject: Clarification regarding enforcement of MCC during bye-election - regarding.

I am directed to refer to the Commission's letter No. 437/6/INST/2016-CCS dated 29th June, 2017 regarding application of Model Code of Conduct wherein it has been stated that in case the constituency is comprised in State Capital/Metropolitan Cities/Municipal Corporations, then MCC instructions would be applicable in the area of concerned Constituency only. In all other cases aforesaid instructions would be enforced in the entire district(s) covering the Constituency going for bye-election(s). (Copy enclosed for ready reference) (Instruction Sl. No. 25).

In this connection, a clarification was sought for by Returning Officer, Ajmer Parliamentary Constituency in Rajasthan, whether the MCC was to be enforced in the entire district of Jaipur or only in the Dudu Assembly segment of Jaipur District during the ensuing bye-election to Ajmer Parliamentary Constituency Since Jaipur district has in it state capital municipal corporation, metropolitan city as well as rural area. The Commission considered the matter and clarified that in order to avoid dislocation/disturbance of normal administrative work in Jaipur District, MCC would be enforced only in Dudu Assembly segment of jaipur district.

Now, the Commission has decided that above direction shall be applied in all future byeelections in the Country involving State Capital/Metropolitan Cities/Municipal Corporations. Accordingly, any district in which Corporation/ Metro/Municipal Corporation is located, MCC would be enforced in the particular Assembly Constituency Segment only and not in the whole of the district.



भारत निर्वाचन आयोग गचिवालय SECRETARIAT OF THE ELECTION COMMISSION OF INDIA

निर्वाचन भरतः अभाग गेरः, नई किन्दी -२,११२ । Nirvaolian Satar - २ noka Rossi, New Peter (1940)

No.437/6/MISC/ECI/LET/FUNCT/MCC/2019

Dated: 14th October 2019

To .

- 1. The Chief Secretaries of all States and Ultim To It lies.
- 2. The Chief Electoral Officers of all States and Union Territoring.

Subject: - Clarification regarding enforcement of MCC during bye-election - regarding.

Sir/Madam,

i am directed to refer to the Commission's instructions issued ode letter No. 637/G/IMST/2016. CCS dated 29.06.2017 and to cost that the Commission has been receiving various required seeking clarifications regarding 'enforcement of odd to during byt mertions where a small multiplication stations of the Constitutionsyladiumner justification of other district(s).

In Commission has considered the matter and directed that the instructions contained in the parall of the aforesaid letter shall open the district in which all or maximum number of poling stations of constituency going to bye election an located. For the district(s) with number of poling stations less than 10% of the total common districts of the constituency concerned the instructions contained in the parall of the aforesaid to the movid be applicable only in the area unitself jurisdiction of those polling stations. However, it must be absented that the other instructions regarding deployment of staff, etc., are stockly obtained to all districts prespective of number of polling stations situated therein.

Yours fait! Jully,

(NARENORA N. BUTOLIA) PRINCIPAL SECRETARY

MOST IMMEDIATE

No.1/41/1/2022-Cab GOVERNMENT OF INDIA (BHARAT SARKAR) CABINET SECRETARIAT (MANTRIMANDAL SACHIVALAYA) RASHTRAPATI BHAWAN

New Delhi, the 7th November, 2022

OFFICE MEMORANDUM

Subject:

General Election to the Legislative Assembly of Gujarat, 2022 - enforcement of Model Code of Conduct - reg.

The undersigned is directed to enclose copies of following letters received from Election Commission of India on the above mentioned subject for information and further necessary action:

- (i) Letter No. 437/6/1/ECI/INST/FUNCT/MCC/2022/2971 dated 03.11.2022 (Application of Model Code of Conduct).
- (ii) Letter No. 437/6/1/ECI/INST/FUNCT/MCC/2022/2966 dated 03.11.2022 (Immediate action to be taken for enforcement of Model Code of Conduct).

Encl: As Above

(Anita Tripathi) Director

Tel.: 2379 2204

All Secretaries to the Government of India

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By Spl. Messenger/Speed Post

ELECTION COMMISSION OF INDIA

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001

No. 437/6/1/ECI/INST/FUNCT/MCC/2022/297/

Dated: 3rd November, 2022

To

The Cabinet Secretary, Government of India, Rashtrapati Bhawan, New Delhi.

- The Chief Secretary to the Government of Gujarat, Gandhinagar.
- The Chief Electoral Officer, Gujarat, Gandhinagar.

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Sub: Application of Model Code of Conduct – General Election to the Legislative Assembly of Gujarat, 2022 – reg.

Sir/Madam,

I am directed to state that the Commission has announced the schedule for holding. General Election to the Legislative Assembly of Gujarat (Press Note No. ECI/PN/81/2022, dated 3rd November, 2022 available at the Commission's web-site – https://eci.gov.in/).

- 2. With this announcement, the provisions of the Model Code of Conduct for the guidance of the Political Parties and Candidates have come into force with immediate effect and which will be in force till the completion of the General Election in the above State. This may be brought to the notice of the Central and State Government, all Ministries/Departments/offices of the Union Government/the State Government. A copy of instructions issued by you to this effect, may be sent to the Commission for its information and record.
- 3. Your attention is drawn to the particular provisions of Model Code of Conduct relating to the 'party in power' which inter alia says that the party in power whether at the

Centre or in the States concerned, shall ensure that no cause is given for any complaint that has used its official position for the purposes of its election campaign and in particular: –

- (i) (a) The Ministers shall not combine their official visit with electioneering work and also shall not make use of official machinery or personnel during the electioneering work;
 - (b) Government transport including official air-crafts, vehicles, machinery and personnel shall not be used for furtherance of the interest of the party in power;
- (ii) Public places such as maidans etc., for holding election meetings, and use of helipads for air-flights in connection with elections shall not be monopolized by itself. Other parties and candidates shall be allowed the use of such places and facilities on the same terms and conditions on which they are used by the party in power;
- (iii) Rest houses, dak bungalows or other Government accommodation where elections have been announced or are taking place can be given to the political functionaries who are provided security by the State in Z scale or above or equivalent by various State Governments or the Central Government under provisions of their laws, on equitable basis. This shall be subject to condition that such accommodation is not already allotted or occupied by election related officials or Observers. Such political functionaries shall not carry out any political activity while staying in the Government Guest Houses/Rest Houses or other Government accommodation etc.;
- (iv) Issue of advertisement at the cost of public exchequer in the newspapers and other media and the misuse of official mass media during the election period for partisan coverage of political news and publicity regarding achievements with a view to furthering the prospects of the party in power shall be scrupulously avoided;
- (v) Ministers and other authorities shall not sanction grants/payments out of discretionary funds from the time elections are announced by the Commission; and
- (vi) From the time elections are announced by the Commission, Ministers and other authorities shall not –
- (a) announce any financial grants in any form or promises thereof; or
- (b) (except civil servants) lay foundation stones etc. of projects or schemes of any kind; or
- (c) make any promise of construction of roads, provision of drinking water facilities etc.; or
- (d) make any ad-hoc appointments in Government, Public Undertakings etc. which may have the effect of influencing the voters in favour of the party in power.

- 4. As will be observed from Para 3{Clause IV} above, no advertisements shall be issued in electronic and print media highlighting the achievements of the Govt. at the cost of public exchequer. If any advertisement has already been released for telecast/broadcast or publication in the print media, it must be ensured that the telecast/broadcast of such ads on electronic media is stopped forthwith and that no such ad is published in any newspapers, magazines, etc., i.e. in print media, from today itself and it should be immediately withdrawn.
- 5. The instruction of the Commission contained in its letter No.437/6/2009-CCBE dated 5th March, 2009 is available on the Commission's web-site "https://eci.gov.in"- under the heading 'Important instructions' for your information and necessary action. The Commission's all other instructions are also available in this link for your guidance.
- 6. The Commission further directs that there shall be a total ban on the transfer of all officers/officials connected with the conduct of the election. These include but are not restricted to:
 - i) The Chief Electoral Officer and Additional/Joint/Deputy Chief Electoral Officers;
 - ii) Divisional Commissioners;
 - iii) The District Election Officers, Returning Officers, Assistant Returning Officers and other Revenue Officers connected with the Conduct of Election;
 - Officers of the Police Department connected with the management of election like range IGs and DIGs, Senior Superintendents of Police and Superintendents of Police, Sub-Divisional Police Officers like Deputy Superintendents of Police and other Police officers who are deputed to the Commission under section 28A of the Representation of the People Act, 1951;
 - v) The transfer orders issued in respect of the above categories of officers prior to the date of announcement but not implemented till date should not be given effect to without obtaining specific permission from the Commission in this regard;
 - vi) This ban shall be effective till the completion of the election. The Commission further directs that the State Governments should refrain from making transfers of senior officers who have a role in the management of election in the State;

- vii) In those cases where transfer of an officer is necessary on account of administrative exigencies, the concerned State Government may with full justification approach the Commission for prior clearance.
- The receipt of the letter may kindly be acknowledged.

Yours faithfully,

(NĂRENDRA N. BUTOLIA) SR. PRINCIPAL SECRETARY

By Spl. Messenger/mail

ELECTION COMMISSION OF INDIA

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-1100 01

No. 437/6/1/ECI/INST/FUNCT/MCC/2022/ 296.C

Dated: 3rd November, 2022

To

The Cabinet Secretary, Government of India, Rashtrapati Bhawan, New Deihi.

- 2. The Chief Secretary to the Government of Gujarat, Gandhinagar.
- The Chief Electoral Officer, 3. Gujarat, Gandhinagar.

Subject: Immediate action to be taken for enforcement of Model Code of Conduct after announcement of General Election to the Legislative Assembly of Gujarat, 2022 - regarding.

Sir/Madam,

I am directed to state that the Election Commission has announced the schedule for holding General Election to the Legislative Assembly of Gujarat, operation of 'MODEL CODE OF CONDUCT' #L comes into effect with the announcement of elections by the Commission. In view of the general election to the Legislative Assembly of Gujarat, 2022, the Commission has given following directions for effective enforcement of provisions of MCC:-

- ECI instructions contained Defacement of Propertyletters 1. in 437/6/ECI/INST/FUNCT/MCC/2022, dated 11th October, 2022, No. 437/6/INST/2015-CCS, dated 29th December, 2015, No. 437/6/INST/2012- CC&BE dated 18th January, 2012 and No. 3/7/2008 IS-II dated 7th October, 2008, provide for prevention of defecement of property. The Commission has directed to ensure strict compliance of its instructions and to take time bound action as prescribed below-
 - (a) Defacement of Government property- For this purpose a Government premise would include any Government office and the campus wherein the office building is situated. All wall writing, posters/papers or defacement in any other form, cutout/hoardings, banners, flags etc, on Government property shall be removed within 24 hours from the announcement of elections

- (b) Defacement of public property and misuse of public space- All unauthorized political advertisement, in the form of wall writing/posters/papers of defacement in any other form, cutout/hoardings, banners flags etc. at public property and in public space like railway station, Bus stands, Airports, railway Bridges, Roadways, Govt. Buses, Electric/Telephone poles, municipal/local bodies' buildings etc., shall be removed within 48 hours from the announcement of elections by the Commission.
- (c) Defacement of private property- All unauthorized political advertisement displayed at private property and subject to local law and court's directions, if any, shall be removed within 72 hours from the announcement of elections by the Commission.
- 2. Misuse of official vehicle- The ECI's Consolidated instructions contained in letter No. 464/INST/2014/EPS, dated 10th April 2014, among other things, provides that there shall be a total ban on use of official vehicle by any political party, candidate or any other person connected with election (except officials performing any election related official duty) for campaigning, electioneering or election related travel during elections (subject to certain exception mentioned therein). The expression official vehicle means and shall include, any vehicle used or capable of being used for the purpose of transport, whether propelled by mechanical power or otherwise and will include trucks, lorries, tempos, jeeps, cars, auto rickshaws, e-rickshaws, buses, belonging to Central Government, State Government/UT Administrations, public undertakings of Central/State Government, Join sector undertakings of Central/State Government, local bodies, municipal corporations, marketing boards, cooperative societies or any other body in which public funds, however small a portion of the total, are invested. The CEOs/DEOs shall take necessary action for compliance of ECI instructions within 24 hrsof the announcement of the elections.
- 3. Advertisement at the cost of public exchequer- ECI instructions contained in letters, No. 437/6/1/2014-CC&BE, dated 5th March, 2014 provides that at the cost of public exchequer in the newspapers and other media and the misuse of official mass media during the election period for partisan coverage of political news and publicity regarding achievements with a view to furthering the prospects of the party in power shall be scrupulously avoided. No advertisements shall be issued in electronic and print media highlighting the achievements of the Govt. at the cost of public exchequer. If any advertisement has already been released for telecast/broadcast or publication in the print media, it must be ensured that the telecast/broadcast of such ads on electronic media is stopped forthwith and that no such ad is published in any newspapers, magazines, etc., i.e. in print media, from the date of announcement and it should be immediately withdrawn. The CEOs/DEOs has to take immediate action to remove/stop any advertisement, in the print/electronic media,

showing the achievements of the Government soon after the announcement of elections.

- 4. Photograph of political functionary at official website- ECI instruction contained in letter No. 437/6/INST/2014-CC&BE dated 20th March, 2014 provides that all references of Ministers, Politicians or political parties available on central/state Government's official website, shall be removed. The CEOs have to take immediate action to remove/hide the photographs of any political functionary from official websites of state department.
- 5. Development/construction related activities- within 72 hours of announcement of elections, the CEO/DEO shall obtain the following list of works for reference in case of validating any complaint on violation of MCC:
 - (i) List of work which has already been started on ground.
 - (ii) List of fresh work which has not started on ground.
- 6. Activities for Expenditure Monitoring and enforcement of MCC- Flying squad, FST, video team, intensive checking for liquor/Cash/Contra banned drugs, flying squads of excise department to check illicit trafficking of Drug/Narcotics to be <u>immediately activated</u> after announcement.
- 7. Complaint Monitoring System- The poll going states shall have a complaint redressal mechanism based on website and call center. The toll free number of call center is 1950. Complaints can be registered by making calls to the toll free call center numbers or on the web site. Complainants will also be informed of the action taken by SMS and by the call center. Complainants can also see the details of the action taken on their complaints. This system should be operational within 24 hours of the announcement. All complaint should be dealt with promptly and properly. The 24x7 control Room at the district level must be activated and sufficient deployment of manpower and other logistics be ensured in particular, round the clock personnel should be deployed in the control room and their duty roaster must be issued to avoid any evasion or confusion.
- IT Application- All IT applications including official website and social media shall be operational with the announcement.
- Dissemination of information for Awareness of Voters and political parties. Publicity of
 major election activity would be given through CEO/DEO/RO. For this purpose, all necessary
 information shall be disseminated through radio, tv, cinema. Government channel to display
 voter education material.
- 10. Active cooperation from Educational Institution and Civil Societies- Cooperation can be sought from educational institution and civil societies for giving wide publicity to the election related information to the general public and other stakeholders.

- Media Centre- Effort should be made for awareness among the voters, political parties and other stakeholder through media center about election system including use of EVM/VVPAT.
- MCMC/DEMC- ECI instruction contained in letter no. 491/MCMC/2014/Communication dated 24th March, 2014 provides that all registered political parties will approach the Media Certification and Monitoring Committees (MCMC) at District and State level, as the case may be, for pre-certification of their political advertisements proposed to be issued on electronic media. The Commission has directed to ensure strict compliance of its instructions contained in above said letter.
- 13. Control Room- The 24x7 control room at district level must be activated immediately and sufficient deployment of manpower and other logistics be ensured by the DEO/CEO. A control room with complaint Monitoring Centre would also be set up at ECI Secretariat during the entire election process.

Yours faithfully

(NARENDRA N. BUTOLIA) SR. PRINCIPAL SECRETARY

