

GOVERNMENT OF ASSAM,
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM,
KAHILIPARA, GUWAHATI-19.

No.DHE/Estt/28/2017/88

Dated Kahilipara, the 16/12/2019

From: - Smti G. Phukan, ACS
Director of Higher Education, Assam
Kahilipara, Guwahati-19.

To,

The Principal,
All Provincialised & Govt. Colleges/Mahavidyalaya.
P.O: Dist:

Sub :- Special Summary Revision of Photo Electoral Rolls of intensive nature w.e.f. 1st January 2020 as the qualifying date posting of Adequate Staff to fill up vacancies & Ban on transfers/Posting regarding.


Ref :- Govt. Letter No. AHE.161/2019/90 dtd. 05/11/2019.

Sir,

With reference to the Govt. letter on the subject cited above, I have honour to forward herewith a Govt. letter alongwith relevant documents received from the Under Secretary to the Govt. of Assam, Higher Education Department furnished by the Chief Electoral Officer, Assam, Dispur, which speaks for itself and to request you for taking necessary action on the matter as sought for by the Govt.

This is for favour of your information and necessary action.

Yours' faithfully


Director of Higher Education, Assam
Kahilipara, Guwahati-19.

Memo No.DHE/Estt/28/2017/88-A

Copy to:

1. The Jt. Secretary to Govt. of Assam, Higher Education Department, Dispur, Guwahati-06.

16/12/19
Dated Kahilipara, the 16/12/2019

Director of Higher Education, Assam
Kahilipara, Guwahati-19.

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**GOVERNMENT OF ASSAM
HIGHER EDUCATION DEPARTMENT
DISPUR: GUWAHATI-6**

No.AHE.161/2019/90

Dated Dispur the 5th November, 2019

From: Shri P.C. Phukan
Under Secretary to the Govt. of Assam
Higher Education Department.

To: The Director of Higher Education, Assam
Kahilipara, Guwahati-19

The Director of Technical Education, Assam
Kahilipara, Guwahati-19

Sub: Regarding special summary Revision of Photo Flectoral Rolls of intensive nature
w.r.t 1st Jan, 2020 as qualifying date- Posting of Adequate staff to fill up vacancies &
Ban on transfer/posting.

Sir/Madam,

With reference to subject cited above, I am directed to enclose herewith a copy of Letter No. ELE.153/2019/46 dtd. 13/08/2019 received from Election Commission of India forwarded by the Election Department which is self explanatory and request you to take necessary action from your end.

Encl-As stated.



Yours faithfully

[Signature]
Under Secretary to the Govt. of Assam
Higher Education Department

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GOVERNMENT OF ASSAM
ELECTION DEPARTMENT : DISPUR



NO. ELE. 153/2019/46

Dated Dispur the 13th August, 2019.

- To : 1. All Additional Chief Secretaries/Principal Secretaries/Commissioner & Secretaries/Secretaries, Government of Assam.
2. Divisional Commissioner, Lower Assam/ Upper Assam/ Central Assam / Barak Valley and North Assam Division.
3. All Deputy Commissioners & Sub-Divisional Officers(Civil) as District Election Officer.
- Sub : Special Summary Revision of Photo Electoral Rolls of intensive nature w.r.t. 1st January, 2020 as the qualifying date - Posting of Adequate Staff to fill up vacancies & Ban on Transfers / Postings - regarding.

Sir,

In inviting a reference to the subject cited above it is informed that the Election Commission of India has announced the schedule for Special Summary Revision of Electoral Rolls of intensive nature w.r.t. 01-01-2020 as the qualifying date. Further ECI has issued instructions regarding posting of adequate staff to fill up vacancies, ban on transfers /postings of staff engaged with revision of roll etc. vide DO.434/1/LET/ECI/FUNC/ERD-ER/2019 dated 6th August, 2019.

The copies of schedule of Special Summary Revision of Electoral Rolls w.r.t. 01-01-2020 and Election Commission of India's D.O. letters are enclosed herewith for information and compliance.

Encl: As Above.

Yours faithfully,

Chief Electoral Officer, Assam, Dispur.

Memo NO. ELE. 153/2019/46-A,

Dated Dispur the 13th August, 2019..

Copy forwarded for kind information and necessary action to :

2. The Staff Officer to the Chief Secretary, Govt. of Assam, Assam Secretariat, Block-C, 3rd Floor, Dispur.

By order etc.,

Deputy Secy. to the Govt. of Assam,
Election Department & Joint Chief
Electoral Officer, Assam, Dispur.

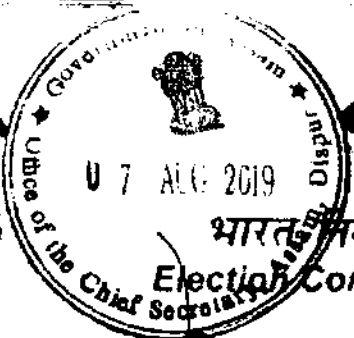
DP
17-8-19

Office of the Addl. Chief Secy
to the Government of Assam
Higher Education Deptt
Dispur, Guwahati-6
Dy. No. 1787
Date... 17-8-19

O/o the Commr. & Secy.
to the Government of Assam
Higher Education Deptt and
State Enquiry Officer
Dispur, Guwahati-6

Dy No. 630

डॉ. संदीप सक्सेना
वरिष्ठ उप निर्वाचन आयुक्त
DR. SANDEEP SAXENA
Sr. Deputy Election Commissioner



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भारत निर्वाचन आयोग
Election Commission of India

DS (Principal) : Hoall Deptt
CEO
369806

D.O.No. 434/1/LE/TEC/FUNC/ERD-ER/2019
Dated: 6th August, 2019

19/8/19
Dear

Subject Special Summary Revision of Photo Electoral Rolls with reference to 1st January, 2020 as the qualifying date. Posting of Adequate Staff to fill up vacancies & Ban on Transfers / Postings

As you may be aware the Commission has announced the schedule for Special Summary Revision of Photo Electoral Rolls with reference to 1st January, 2020 with a view to preparing accurate rolls, inclusive of all eligible persons as electors. Further, in the process names of dead/shifted or otherwise disqualified electors are required to be deleted after following due procedure of law and that too with prior notice to the concerned and particulars of electors corrected and updated. The focus is on registration of new age voters and the missing voter especially in the category of PWDs, gender and other vulnerable and marginalized sections of the society. Defect free and updated electoral rolls are the bed rock of the electoral process.

2. A copy of the Commission's letter No. 23/2019-FRS(Vol.-III)* dated 25th July, 2019 inter-alia containing approved schedule for the Summary Revision of Photo Electoral Rolls with reference to 01.01.2020 as the qualifying date is enclosed for your reference. The CEO shall bring to your notice immediately in case of any change is made in the schedule of Special Summary Revision.

3. Electors Verification Programme :-
Before the actual revision work starts, an intensive campaign for electors verification, named as Electors' Verification Programme (EVP) will begin. During this campaign the citizens will come forward and authenticate their electors details or details of their family members registered in electoral rolls through National Voters Service Portal (NVSP), 1950, Contact Centres or other media provided by the Commission. They may also submit application for registration in respect of unenrolled

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eligible family members or give details of prospective electors. These details will be verified by BLO's house to house visits.

All these activities need to be completed within pre-fixed time lines. It is a massive exercise in which the entire election machinery from CEO/DEOs/EROs/AEROs supervisors to BLOs level takes part

4. As expected by the Commission, kindly ensure the following -

(a) **Provision of adequate staff**

All existing vacancies of posts relating to electoral rolls work, like AEROs, EROs and DEOs, if any, should be filled up immediately. The CEO of those State/UT is being directed to bring to your notice the list of vacancies

The Commission has already issued several instructions for strengthening of infrastructure and deployment of manpower in office of EROs/DEOs and CEO. In view of forthcoming revision in the State provision of additional staff and infrastructure wherever required, may be made in office of the above officers.

If it requires strengthening of ERO/DEO or CEO's office by provision of additional staff in all wings of the same should be provided immediately. Your attention is further invited to ECI Instructions on minimum staffing pattern.

(b) **Posting of substitute officers**

If it becomes absolutely essential to transfer any officer like EROs/DEOs etc. a reference, giving full justification, should be made by State Government in consultation with and through the State CEO for consideration of the Commission. The transfer of AEROs and below level officers/officials including BLOs can be decided by the CEO at his level. This applies to filling up the vacant posts of these categories also. The CEO shall also invariably be consulted while posting substitute officer. The CEO should consult the Commission, where felt necessary.

(c) **Restriction on deployment of certain officials**

No officer/official (i) against whom the Commission has recommended any disciplinary action and the same is pending, or (ii) to whom major penalty has been

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given as a result of said disciplinary proceeding, or (iii) against whom a serious criminal case is pending in any court of law, or (iv) who was transferred out during any previous revision of rolls or conduct of election for inefficiency or willfully violating the Commission directions shall be associated with work relating to revision of rolls. In case of doubt the CEO should decide the matter in consultation with the Commission wherever felt necessary by him.

(d) **Provision of adequate fund**

Adequate fund for carrying out the revision work should be made available to the CEO

5 **Ban on transfers of officers and staff engaged with revision of roll during revision period (i.e. from date of draft publication to final publication):-**

Under the provision of the section 13CC of the Representation of the People Act, 1950 any officer or staff employed in connection with the preparation, revision and correction of the electoral rolls shall be deemed to be on deputation to the Election Commission for the period during which they are so employed and such officer and staff shall during that period be subject to the control, superintendence and discipline of the Election Commission. Transfer of officials engaged in roll-revision work during the period of revision adversely affects the work and the quality of revision process. Hence, the Commission has directed that no officials connected with the exercise of revision of electoral rolls like the District Election Officers, Deputy District Election Officers, the Electoral Registration Officers and the Assistant Electoral Registration Officers etc. should be transferred from their places of posting without the prior concurrence of the Election Commission during the period of Special Summary Revision in the State starting with draft publication till final publication of roll. It is to clarify that during the current round of revision of electoral rolls such ban on transfer and posting would be effective from the date of draft publication of electoral roll i.e. on 15th October, 2019 to the date of final publication of electoral roll in your state.

82/10

The Commission has been getting your full cooperation in all election related matters in the past and expects the same cooperation from you for the forthcoming Summary Revision of Electoral Rolls

It is requested that copies of the instructions issued by you to the concerned authorities in the State in this regard may kindly be sent to the Commission for its information and record

With regards.

Yours sincerely,

(DR. SANDEEP SAXENA)

Sh. Alok Kumar, IAS
Chief Secretary,
Govt. of Assam,
Dispur.