

By E-mail/ Speed Post

## ELECTION COMMISSION OF INDIA

Nirvachan Sadan, Ashoka Road, New Delhi -110001

F. No. 434/1/2012/ERS

Dated: 7<sup>th</sup> September, 2012

To,

The Chief Secretaries/ Administrators of  
All States/UTs (except Gujarat and Himachal Pradesh)

Subject: Special Summary Revision of Electoral Rolls w.r.t. 1<sup>st</sup> January, 2013 as the  
qualifying date – Posting of Adequate Staff to fill up vacancies & Ban on  
Transfers / Postings.

Sir/Madam,

You are aware that under the provisions of Section 21(2)(a) of the Representation of the People Act, 1950, the electoral rolls for each constituency shall be revised in the prescribed manner with reference to 1<sup>st</sup> January as the qualifying date before each general election / bye-election, unless otherwise directed by the Election Commission for reasons to be recorded in writing. The Commission, as a matter of principle, orders revision of electoral rolls every year. The prime objective of the revision is to produce clean and accurate rolls with the cooperation and involvement of the electors, political parties, Rural and Urban local bodies, NGOs etc. A copy of the Commission's letter No. 23/2012-ERS(Vol-III), dated 27<sup>th</sup> August, 2012 addressed to Chief Electoral Officers of all States/UTs sending the Schedule for the Summary Revision of the Electoral Rolls with reference to 01.01.2013 as the qualifying date in all the State/UT, is enclosed herewith.

### **Provision of adequate staff.**

This exercise requires a massive effort on the part of the electoral authorities in your State/UT and you will appreciate that this cannot be completed without strengthening them with adequate staff. All vacant posts related to revision of rolls, should, therefore, be filled up immediately.

### **Ban on Transfers during the revision period**

The existing provisions of the Representation of the People Act, 1950 stipulate that 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

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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 during the period of revision will adversely affect the work and the quality of revision process. The entire process has a very tight schedule within which vast amount of work has to be completed. It involves meticulous planning, professional management, close supervision and monitoring. It is, therefore, necessary that during the aforesaid period the transfer of any officer engaged in this exercise should be avoided. In view of the extant provisions of the law, the Commission reiterates its existing direction 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 should be transferred from their places of posting without the prior concurrence of the Election Commission, right from the commencement of the work till its completion. In case it becomes absolutely necessary to transfer any of the key election officers connected with the revision of rolls or there is any need for shifting of officers due to their promotion etc., the Election Commission would consider the same on merits, on a case to case basis. Any proposal for inevitable transfer may be sent to the Commission giving detailed and full justification for the same. However, all transfers arising out of regular promotions of probationers (AIS as well as SCS) have been kept out of the purview of the ban on transfers during the revision process. The case of transfer of the Booth Level Officers (BLOs) can be decided by the Chief Electoral Officer on behalf of the Commission. The Commission expects that the State/UT government will not take any action, which might in any way impede the smooth completion of the work relating to the Revision of Electoral Rolls.

#### **Ban on deployment of certain officials**

The Commission further desires that no officer/officials against whom the Commission has recommended any disciplinary action or against whom a criminal case is pending in any court of law, be associated with the election work or election related duty or with any revision work connected with electoral roll.

While implementing these directions, the CEO of the State / Election Commission of India shall be consulted while posting the new persons who stand transferred as per this direction.

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Copies of the instructions whenever issued in the above matter may kindly be sent to the Commission, for its information and record.

Kindly acknowledge receipt of this letter, immediately.

Yours faithfully,

  
(Narendra N. Butola)  
SECRETARY

**Copy to: -**

The Chief Electoral Officers All States/UTs (except Gujarat and Himachal Pradesh) with a request to keep the Government of State/UT informed of the changes, if any, made in the revision programme subsequently. They are also requested to ensure that all vacant posts are filled up and unfilled vacancies are reported to the Commission.