

**SECRETARIAT OF THE
ELECTION COMMISSION OF INDIA**
Nirvachan Sadan, Ashoka Road, New Delhi – 110001.

No. 464/OPS/2016 (O)/Vol.-II

Dated: 1st April, 2016

To,

3. The Chief Electoral Officer, Assam, Dispur,
4. The Chief Electoral Officer, Kerala, Thiruvananthapuram
5. The Chief Electoral Officer, Tamil Nadu, Chennai
6. The Chief Electoral Officer, West Bengal, Kolkata and
7. The Chief Electoral Officer, Puducherry, Puducherry

Subject: 'Status Note' by Central Observers for video-conference – General Election for Assam, Kerala, Tamil Nadu, West Bengal and Puducherry -2016 – Regarding.

Madam/Sir,

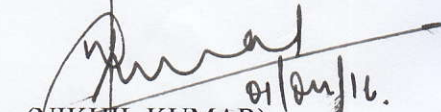
I am directed to state that the Commission shall hold a review, through Video-conference (VC), with all Central Observers deployed in the poll going States /UTs, a few days before the poll day, to comprehensively assess the poll preparedness of the field machinery and to ensure compliance of all election related rules, guidelines and instructions in letter and spirit.

2. In this connection, all Central Observers (General, Police and Expenditure) are directed to submit a "Status Note" on the critical gaps, urgent actionable points, crucial issues or other significant inputs if any, for the attention of the Commission, latest by the 7th day before the date of polls in all phases. This 'Status Note' must be concise, lucid, crisp and focused and shall not exceed 2-typed A-4 pages. An indicative list of issues/points to be covered in the 'Status Note' is enclosed at Annexure. 'A'.

3. The "Status Note" shall be submitted to the concerned Pr. Secretaries/Director/Secretaries of the poll going States through fax/email and also uploaded on the Observer Portal without fail.

4. This instruction may be brought to the notice all Central Observers immediately.

Yours faithfully,


(NIKHIL KUMAR)
DEPUTY SECRETARY
01/04/16.

REVIEW POINTS FOR CENTRAL OBSERVERS

1. Polling Stations:

- Basic Minimum Facilities, standard voting compartment
- Model Polling Stations.
- Special Facilitation for differently-abled, visually-challenged, women, elderly, leprosy affected etc.

2. Electoral Roll:

- Photo Voter Slip distribution arrangements & monitoring.

3. Model Code of Conduct:

- Mechanism of strict enforcement of MCC- flying squads, excise teams, border check posts etc.
- Arrangements for last 48 hrs. before the poll enforcement.

4. Vulnerability Mapping:

- Whether list of vulnerable pockets/hamlets have been identified by the DM/SP and RO and have they visited them.
- Whether proper arrangement has been made for monitoring liquor production units and liquor outlets. Details of action taken on this front so far.

5. Quality and Fidelity of the Transportation Plan and Communication Plan and arrangements for communication-shadow areas.

6. Deployment of Forces:

- Whether deployment of CPFs and SAPs has been prepared as per the directions of the Commission.
- Whether vulnerable and critical polling stations have been identified and proper security measures have been adopted.
- Whether CPF has been used for route-marches/ area domination in the vulnerable pockets/hamlets. Details of dates/time of such visits by CPF.
- Whether daily action plan of the CPF has been prepared in consultation with DEO/RO. Comment on effective of CPF usage so far and shortcoming if any.

7. Complaint Redressal Mechanism:

- Whether complaint redressal mechanism based on website and call centers has been constituted.

- Whether the call center number has been given wide publicity.
- Whether new IT applications like SAMADHAN, SUVIDHA, SUGAM, single window permission system, vehicle management system etc. has been put in place. Details of action taken so far.

8. Arrangements for Poll Day Monitoring:

9. Any other important issue.
