

**ELECTION COMMISSION OF INDIA**  
Nirvachan Sadan, Ashoka Road, New Delhi-110001

No. 464/INST/2008-EPS

Date: 24<sup>th</sup> October, 2008

To

The Chief Electoral Officers of  
All States and Union Territories

Sub.- **Role of Central Police Forces (CPF) and State Police in conduct of polls and Amenities for CPF - Regarding..**

Sir,

In supersession of Commission's instructions contained in its letter No. 464/UP-LA/2007 dated the 25<sup>th</sup> October, 2007 on the subject cited above, I am directed to state that during elections the Commission deploys significant number of Central Police Forces into the election going State(s) on the basis of its assessment of the ground realities. The Local State Police (including all its variants) and Central Police Forces at the time of elections stand deputed to the Election Commission of India and they come under its superintendence, direction and control for all purposes. The Commission conducts election with the help of all these organs.

2. Wherever the CPF arrives in advance for area domination, it shall take out flag marches, point patrolling and other confidence building activities. The flag marches should be focused. In order to make them effective, the CPF contingent should be provided with the list of anti-social elements area-wise, about whom the CPF contingent during flag marches, can undertake a verification (of their whereabouts, presence and activities). Such flag marches by CPF should be more on foot; and there should be some interaction with local population with a view to enhance the public confidence with regard to election arrangements for law and order.

3. For the poll day, the CPF shall be assigned duties of guarding the polling stations, poll materials, poll personnel and the poll process. For the purpose, the CPF may be deployed in any of the following manners:

- a. Static guarding of chosen polling stations solely and exclusively by CPF;
- b. Static guarding of polling stations as part of a mixed (composite) team with local state forces;
- c. Patrolling duty on assigned routes (election sectors) covering a fixed cluster of polling stations;
- d. Patrolling duty as 'flying squads' in a defined area with surprise element;
- e. Escorting duty of polled EVM with polling personnel back to the receipt centre/strong room after polls are over;
- f. Any other duty which is necessitated to ensure the purity and fidelity of the election process.

4. For the duty of static guarding of polling stations, the CPF shall take positions in the assigned polling stations on the poll-eve (day prior to the poll). The CPF shall be primarily responsible for protecting the polling stations and regulating the entry inside the polling stations. In such cases one Jawan of the CPF shall position himself at the door of the polling station (either in static or oscillating mode) in order to observe the proceedings that are going on inside the polling station, as per the directions of Hon'ble Supreme Court. 'Static guard duty in an oscillating mode' is a situation when a building has multiple polling stations and CPF deployed is not sufficient to cover every polling station (door). In such a situation, the CPF Jawan on duty at the entrance of the polling station may be asked to oscillate from one polling station door to the other and keep an eye on what is going on inside these polling stations and report to the officer in-charge of the CPF or the Observer, if anything unusual is observed by him.

5. In all cases where CPF has been assigned static guard duties but could not reach the assigned polling stations due to any reason, the poll shall not commence.

6. In all such solely and exclusively CPF assigned polling stations, in any case, Local State Police shall not replace the CPF at polling stations and no senior officer of the local state police, with or without contingent shall position himself at such polling station and exercise any supervision and control over the CPF at the polling stations.

7. In some cases CPF and the local state police can be mixed to form composite teams in the ratio of 1:1 to maximize the static coverage of polling stations by CPF. In such cases, the CPF Jawan will take position at the door of the polling station and CPF will continue to report to its Coy. Commandant without any interference from the state police contingent.

8. Wherever CPF is on static guard duty (whether exclusively or compositely with local police), it is advised that two unarmed local state police persons/Home Guards (and in any case, a minimum of one) be posted at each polling station premise so that in case of any requirement, reinforcements of local police can be called.

9. When CPF is assigned duties of mobile patrolling on assigned routes (election sectors) having a cluster of polling stations, the CPF contingent shall ensure the supervision and guarding of polling stations falling on that sector (route). They will be moving from one polling station to another polling station, ensure the fidelity of the election process in the polling stations and assist (or join) the sector officers to accomplish it in a more effective manner. In such mobile mode, the CPF mobile shall be provided a list of critical polling stations (and the uncovered polling stations) falling on that route. The CPF mobile, while patrolling, should maintain constant and close supervision on such polling stations. For the purpose, it should also be in constant touch with election sector officer on that route as well as the micro-observers or even the Presiding Officers of the Polling Stations.

10. For such mobile patrolling duty, the CPF shall be provided sector route maps (sketch) of each sector/route which is under their charge. The sketch

should indicate the polling station's locations, their sensitivity gradation, the sector officer's name and contact number, RO's and Observer's name and contact numbers etc.

11. When CPF is assigned duty in a 'flying squad' mode, the CPF contingent will only be indicated an area. The squad will be fully and constantly mobile and undertake random surprise checks on polling stations falling within the area and report to the district control room on their findings. They shall not be attached to any polling station or sector in particular. The flying squad shall be accompanied by a 'zonal magistrate'.

12. A minimum guaranteed arrangement of two unarmed Local State Police personnel / Home Guards shall be made for each of the polling stations. However, when a polling station is covered with static CPF unit, only one local police would do, if there is shortage of force.

13. After the poll is completed, the polled EVMs and the polling personnel shall be escorted by CPF contingent to the receipt centre.

14. CPF may also be assigned the duty of guarding the strong room where the polled EVMs shall be stored and kept till the day of counting.

15. The local state armed police can also get deployed exclusively at polling stations, when enough CPF is not available. This shall however be done under the specific instructions of the Election Commission through its Observers. In such cases the local police shall not stand at the entrance door of the polling stations and instead would be positioned away from the line of sight of the polling personnel inside the polling station. He shall stand at such distance from the door that there is no scope of any apprehension about his interference in the poll proceedings going on inside the polling station.

16. The constituency-wise force deployment plan for election duty (including that of the CPF, the state police as well as the sector plan through sector officers - SO) shall be vetted and finalized by the Observer of the constituency concerned. For the purpose, the Observer shall be handed over a draft of the election plan including the force deployment plan immediately on arrival in the state. The Observer shall take review meetings with the DEO/SP/RO and SO on the draft proposals and based on his assessment of the ground realities make necessary changes before finally approving the plan. The plan as approved by the Observer shall be implemented by the DEO and SP on the ground, without any deviation. Any subsequent changes that may be necessitated for any reason should be brought to the notice of the Observer and his/her approval obtained before effecting such change.

17. The Local State Police shall remain responsible for maintenance of the general law and order in the catchment area of the polling stations, as well as the inside and outside of the polling premises (as different from polling stations). The Commission has instructed that hamlets/habitations within a polling station area that are vulnerable to threat, intimidation and undue influence shall be identified and all necessary confidence building and preventive measures shall be taken in advance. The Local State Police shall attach utmost importance to this task and shall also ensure that there is no

hindrance to voters of such pockets in exercising their franchise on the day of poll.

18. The Commission further desires that arrangements for fooding for the CPF personnel may also be made at par with the State Police /polling personnel on the day of poll. Other amenities, as required are enclosed for consideration by the State Govt.

19. The Commission's instructions/directions as above shall be complied without any deviation. I am, therefore, to request that the aforesaid instructions/directions may be brought to the notice of all concerned including the observers immediately.

Yours faithfully,

(SHANGARA RAM)  
PRINCIPAL SECRETARY

Encls.: 1

## BASIC AMENITIES FOR CPF DURING ELECTIONS

(I.)	<b>ACCOMMODATION</b> Following minimum accommodation with all the basic amenities are required per coy of CPFs during elections:-		
	•	Three Barracks of 16/32 size	
	•	One Room for Officer	
	•	One Room for Kitchen	
	•	One Room for Store	
	•	Six Bathrooms	
	•	Six Toilets	
(II.)	For a battalion (6 Coys), however, the indicated logistics should be provided for 3 officers in addition to defined specifics for each Coy.		
(III.)	<b>OTHER LOGISTICS</b>		
	(a)	Vehicles	
		(i.)	Number of vehicles – Following minimum vehicles are required per Coy. of CPF during elections
			Buses :02 Nos.
			Truck :01 No.
			Medium Vehicle :01 No.
			Light Vehicle :01 No.
			(In case of deployment in less than one section strength, 3 Light Vehicles @ one per platoon would be additionally required for effective supervision)
		(ii.)	<b>Technical fitness of vehicles</b> States may be advised to ensure that vehicles are technically road worthy and in good condition.
		(iii.)	<b>Security verification of drivers</b> States may be advised to undertake/ensure security vetting of the drivers in civil vehicles.
		(iv.)	<b>POL for dedicated Force vehicles</b> States may be advised to provide POL to the Force Vehicles, if carried by any force for duties in the State.
(IV.)	<b>SIM CARDS</b> One Sim Card each may be provided to all the Company Commanders as well as supervisory officers (Mobile telephone sets would be carried by officers).		
(V.)	<b>ACCIDENT INSURANCE/COMPENSATION</b> State should insure CPF personnel also against any accident during the period of election duty or any other compensation as applicable to State employees be extended to CPF personnel.		
(VI.)	<b>PACKED LUNCH ON POLLING DAY/COUNTING DAY.</b> The practice of provisioning of meal packets as applicable to State Police personnel on election duty should be extended to personnel of CPF being deployed on the polling day.		