

By Fax/Speed Post

ELECTION COMMISSION OF INDIA

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001.

K.N. BHAR
UNDER SECRETARY

No. 464/INST/2007/PLN-I
To

Date: 12th October, 2007.

1. The Chief Secretaries of
All States/UTs.
2. The Chief Electoral Officers of
All States/UTs.

Subject: Issue of photo identity card to the polling personnel.

Sir,

In order to ensure that the identity of all Presiding Officers, polling officers, counting supervisors and counting assistants engaged in election work is clearly established while discharging their duties, the Commission has decided to direct the issue of identity card for them. This identity card shall be issued by the District Election Officer (DEO)/Returning Officer (R.O). The Presiding Officers, polling officers, counting supervisors and counting assistants shall display their identity card on person on the day of poll/counting for easy and quick identification. Such identity cards shall be prepared in the prescribed format as enclosed containing all relevant details of the Govt. officials/employees concerned. The photograph pasted on the ID card shall be duly attested by the concerned DEO/RO. In order to ensure the photo images of the Govt. official/employee concern is properly collected in time to enable the preparation of the identity card, the Commission directs that the DEOs can exercise any one of the following option(s):_

- The DEO can organize the capturing of the photography of the polling personnel at the time of first round training so that the ID card is

prepared before second round training and handed over to the polling personnel concerned by obtaining proper acknowledgement.

- Wherever possible, the polling personnel can also bring copy of his/her passport size photograph and deposit at the time of first round training for the purpose of preparation of the ID card.
- A combination of both the above options can also be used by the DEOs, if necessary.

While reiterating that the issue of the ID card as directed above shall be ensured without fail, the Commission would like to give necessary operational flexibility to the DEO in the process of preparing the ID card so that they can adopt a method that is functionally suitable to the district concerned. The CEO shall ensure that the ID cards are prepared following a uniform pattern as per the format prescribed in the enclosure.

Action taken in this matter be confirmed for the information of the Commission.

Yours faithfully,

(K.N. BHAR)

(For Presiding Officer)

General Election to the Legislative Assembly of, 200....

IDENTITY CARD	
Name of the Presiding Officer :	Photograph duly attested By DEO/RO
Age :	
Name of the sponsoring Deptt. :	
Designation of the sponsoring Authority :	

(For Polling Officer)

General Election to the Legislative Assembly of, 200....

IDENTITY CARD	
Name of the polling officer :	Photograph duly attested By DEO/RO
Age :	
Name of the sponsoring Deptt. :	
Designation of the sponsoring Authority :	