

ELECTION COMMISSION OF INDIA

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001.

No.464/INST/2011 /EPS

Dated: 28th December, 2011

To

The Chief Electoral Officers of
All States/Union Territories.

Subject – Arrangement of Polling personnel in a Polling Station - Regarding.

Sir/Madam,

With reference to Commission's Instruction contained in para 8, Chapter XIII' of "Handbook for Returning Officers" under heading 'DUTIES OF PRESIDING OFFICERS AND POLLING OFFICERS, I am directed to state that: -

- 1) Standard Commission instructions of deploying one Presiding officer and three polling officers (1+3) in a polling station in excluding IVth Class followed as before.
- 2) However, in exceptional cases, where there is shortage of poll personnel and the deficit in poll personnel cannot be mobilized at the level of DEO or CEO, in that situation, CEO can allow reduction in the norms to '1+2' (one Presiding Officer with two Polling Officers excluding IVth class) with the condition that the reduced norms shall be made applicable only in those polling stations where the number of enrolled voters is relatively lesser.

Yours faithfully

(SUMIT MUKHERJEE)

SECRETARY