

**ELECTION COMMISSION OF INDIA**  
**NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001.**

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No.464/INST/2010/EPS

Dated: 28<sup>th</sup> July, 2010

To,

The Chief Electoral Officers of  
All States and Union Territories.

Subject: Use of School/College/Educational Institution premises for the purpose of elections and setting up of Strong Rooms/Counting Centre – regarding.

Sir/Madam,

Under sub-section 1 (a) of section 160 of the Representation of the People Act, 1951, the premises should be requisitioned only if it is "needed or likely to be needed for the purpose of being used as polling stations or for storage of ballot boxes after a poll has been taken".

2. It has come to the notice of the Commission that the District Authorities requisition the premises of School/College building for the purpose of setting up of polling station/Counting Centres and Strong Rooms for storage of EVMs and do not properly compensate for the damages to School Authorities or do not keep in view the larger societal duties in view. Further, personnel on duty do not take attention to keep the premises clean, which may have an adverse impact on students or educational institutions.

3. The Commission has considered the matter and has directed that the State/district authorities before requisitioning School/College buildings or any other building for the purpose of setting up of Polling/Counting Centres, Strong

Rooms for storage of polled EVMs, should keep larger societal duties in view and explore the possibilities for the availability of other suitable alternatives building/premises so that the educational institutions are least affected or the purpose for which the building has been constructed, keeping in view the larger societal needs is not defeated. Accordingly, the District Election Officers should personally take care of the aforesaid instructions before establishing “Counting Centres” and “Strong Rooms” for polled EVMs and ensure that large societal duties are not forgotten or given complete go by even where alternatives are available.

4. You are, therefore, requested to bring the above instructions to the notice of District Election Officers and ensure that these are strictly complied.

Yours faithfully

**(SUMIT MUKHERJEE)**  
**UNDER SECRETARY**