

ADDITIONAL INSTRUCTIONS : 2011 – 2013

	Letter No.	Date	Subject	Page No.
1.	No.464/Instructions/ EPS/2011	05.03.2011.	SECURITY AND LAW & ORDER- SENSITIVITY	1-4
2.	No.464/Instructions/ EPS/2011	05.03.2011.	Vulnerability Mapping	5-10
3.	76/2011/SDR	18.03.2011.	New guidelines of the Commission for expenditure monitoring - Appointment of an additional agent for matters regarding.	11-13
4.	464/INST/2011/EPS	19.03.2011.	Utilization of Voter's Slips as an alternate Voter ID – Modification of instructions on Voter Slips – regarding.	14-16
5.	464/INST/2011/EPS	19.03.2011.	General Election to the State Legislative Assembly to West Bengal, Tamil Nadu, Assam, Kerala and Puducherry – regarding.	17
6.	576/3/2011/SDR	22.03.2011.	Filing of nomination papers by overseas electors - regarding.	18-19
7.	576/3/2011/SDR	22.03.2011	General Election-Composition of polling party – Reg.	20-21
8.	464/INST/2011/EPS	23.03.2011	General election to the State Legislative Assemblies of Assam, Kerala, Tamil Nadu, West Bengal Puducherry,2011 - use of helicopters by candidates political leaders etc for campaign purposes- maintenance of proper record thereof – reg	22-23
9.	3/ER/2011/SDR	23.03.2011	Filing of affidavits by candidates- details regarding bank deposits – clarification.	24
10.	464/INST/2011/EPS	23.03.2011	General Elections to the Legislative Assembly to Assam, West Bengal, Kerala, Tamil Nadu and Puducherry - Request of Political Parties for vehicle permission for transporting publicity	25

			material – regarding.	
11	464/INST/2011/EPS	23.03.2011	General elections to the Legislative Assembly to Assam, West Bengal, Kerala, Tamil Nadu and Puducherry - security cover for vulnerable areas – regarding	26
12	464/INST/2011/EPS	23.03.2011	General Election to Legislative Assembly, 2011- Vehicle permit for district office bearers of recognized political party- regarding.	27
13	51/8/7/2010-EMS	24.03.2011	Clarification regarding Second Randomization of EVMs.	28
14	437/6/INST/2011/CC&BE	24.03.2011	Model Code of Conduct- Tours of Chief Minister – regarding.	29
15	464/INST/2011/EPS	28.03.2011	General Election to Legislative Assembly, 2011- Vehicle permit for district office bearers of recognized political party- regarding.	30
16	464/INST/2011/EPS	28.03.2011	General Elections to the Legislative Assembly to Assam, West Bengal, Kerala, Tamil Nadu and Puducherry - Request of Political Parties for vehicle	31
17	437/6/INST/2011/CC&BE	01.04.2011	Model Code of Conduct- Tours of Chief Minister – regarding.	32
18	51/8/7/2010-EMS	03.04.2011	Clarification regarding Second Randomization of EVMs.	33
19	437/6/INST/2011/CC&BE	27.04.2011	Model Code of Conduct- Tours of Chief Minister and Ministers of Union Govt.– regarding.	34
20	51/8/7/2010-EMS	28.04.2011	Action to be taken in case of malfunctioning of Electronic Voting Machines (EVM) during counting.	35

21	51/8/16/8/2009-EMS	29.04.2011	Procedure to be adopted in the polling stations in case there is a complaint from a voter regarding candidate lamp of the Ballot Unit at voting time.	36
22	470/TN-LA/2011/SS-I	05.05.2011	Arrangements for counting -regarding.	37-49
23	470/TN-LA/2011/SS-I	06.05.2011	Arrangements for counting -regarding.	50
24	51/8/7/2010-EMS	07.05.2011	Action to be taken during counting of votes in case Presiding Officer does not press CLOSE button of CU at the end of poll.	51-55
25	3/ER/2011/SDR	01.09.2011	Affidavit filed by the candidates with their nomination papers – regarding.	56-58
26	437/6/INST/2011/CC&BE	01.12.2011	General Elections to the State Legislative Assemblies of Goa, Punjab, Manipur, Uttarakhand and Uttar Pradesh – Transfer/Posting of Officers – regarding	59-62
27	464/INST/2011/EPS	26.12.2011	Special facilities in polling stations for women electors- regarding.	63
28	464/INST/2011/EPS	20.01.2012	General Elections to the Legislative Assemblies of Goa, Manipur, Punjab, Uttarakhand and Uttar Pradesh, 2012 Utilization of Voter's Slip ID – Instructions on Voter Slips – regarding.	64
29	464/INST/2012/EPS	20.01.2012	Display of Normal publicity material – regarding.	65
30	464/INST/2012/EPS	25.01.2012	Identification of Absentee, Shifted and Duplication voters at the time of Poll – regarding.	66-67
31	464/INST/2012/EPS	27.01.2012	Scrutiny of Form 17A and other documents – regarding.	68-70
32	464/INST/2012/EPS	28.01.2012	Disobedience to order/instructions duly promulgated by Public Servant	71

			during conduct of elections – regarding.	
33	464/INST/2012/EPS	29.01.2012	Payment of remuneration to police personnel deployed on poll/counting duties – regarding.	72
34	464/INST/2012/EPS	08.02.2012	Scrutiny of Form 17A and other documents – regarding.	73-75
35	464/INST/2012/EPS	16.02.2012	Permission of parole to convicts in model code – regarding.	76
36	470/INST/2012/EPS	01.03.2012	Arrangements for counting of votes – regarding.	77
37	470/INST/2012/EPS	03.03.2012	Arrangements for counting of votes – regarding.	78
38	464/INST/2012/EPS	15.05.2012	Prohibition of misuse of Short Messages Services (SMSs) – regarding.	79
39	52/2012/SDR	13.08.2012	Guidelines for smooth management of Postal Ballot Papers for Drivers/conductors and cleaners of vehicles requisitioned on poll duty – regarding.	80-84
40	52/2012/SDR	13.08.2012	Guidelines for smooth management of Postal Ballot Papers for Police Officer on poll duty – regarding.	85-88
41	52/2012/SDR	13.08.2012	Guidelines for smooth management of Postal Ballot Papers for employees on poll duty – regarding.	89-93
42	3/4/2012/SDR	24.08.2012	Affidavit to be filed by the candidates with their nomination paper – modification of format – regarding.	94-115
43	4/2012/SDR	17.09.2012	Clarification on initiating action against a person violating election laws – regarding.	116-118

44	3/4/2012/SDR	26.09.2012	Affidavit to be filed by the candidates with their nomination paper – modification of format – regarding .	119
45	3/4/2012/SDR	26.09.2012	Affidavit to be filed by the candidates with their nomination paper – modification of format – regarding .	120
46	52/2012/SDR	16.10.2012	Guidelines for smooth management of Postal Ballot Papers for employees on poll duty – regarding.	121-125
47	464/INST/2012/EPS	13.12.2012	Counting of Votes – Substantial reasons for rejection of Postal Ballots – Clarification regarding.	126
48	470/INST/2013/EPS	03.01.2013	Arrangements for counting of votes – regarding.	127
49	464/INST/2013/EPS	03.04.2013	Judgment dated 11.02.2005 of the Hon'ble Supreme Court in Civil Appeal No. 9228 of 2003 (Janak Singh Vs. Ram Das Rai and ors.) – proper utilization of Election Funds by the State Governments – regarding.	128-130
50	470/INST/2013/EPS	02.05.2013	Counting of Votes – Randomization of counting staff – regarding.	131
51	464/INST/2013/EPS	02.05.2013	Engagement of Child Labour in the election related activities – regarding.	132
52	464/INST/2013/EPS	20.01.2013	Utilization of Voter's Slip ID – Instructions on Voter Slips – regarding.	133-134