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Welcome to the Learning Module for S.P.

Session 2

Election Machinery

Learning Objectives of the Module

Sr. No.	Learning Objective	Sr. No.	Sub Learning Objective
3	To understand & co-relate with various members of election team	3.1	To be able to enlist and explain in brief the responsibilities and authorities of various functionaries involved in the election process

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Sub Learning Objective 1

To be able to enlist and explain in brief the responsibilities and authorities of various functionaries involved in the Election Process

ECI

Responsibility

To ensure free, fair and peaceful Parliamentary and State legislative Assembly elections in India

Authority

All powers necessary for peaceful conduct of elections, which includes all the stages and several steps of the process of election, within the relevant legislations and Constitution of India

For purposes of inquiry, EC has the powers of a Civil Court while trying a suit under the Code of Civil Procedure, 1908

EC has the power to regulate its own procedure

Chief Electoral Officer

Responsibility

- To supervise and ensure the conduct of free, fair and peaceful elections in the State subject to the superintendence, direction and control of the ECI

Authority

- All powers to ensure conduct of elections subject to direction of the ECI and to take action in case of any deviations from procedures

DEO

Responsibilities

To co-ordinate and supervise all work in area under his jurisdiction in conduct of all elections subject to superintendence of, direction and control of CEO

To ensure training of all polling personnel

To ensure all logistical arrangements are made for polling parties and for carrying out all election processes in district

To receive from and submit to various officials non/statutory forms and reports on a timely basis

Authorities

To unilaterally appoint polling personnel in the district for election duty

To issue orders/take actions under sections 107/116/109/144 of CrPC if required

To requisition staff, vehicles & Buildings from various govt. and private entities as allowed by law for election duty

Returning Officer



Responsibility

- To manage and ensure conduct of free, fair and peaceful elections in the constituency.
- To coordinate between various stakeholders (ECI, CEO, DEO, PrO, SO, Observers, Media, Political Parties, candidates, Voters, police personnel and paramilitary forces) for ensuring peaceful, free and fair election process.



Authority

- Absolute authority for scrutiny of nominations
- To preside over the Constituency's Standing Committee - For ensuring compliance with the model code by all political parties and contesting candidates and for considering specific cases of violation of MCC

General Observer

Responsibility

- To observe conduct of Elections in one/group of constituencies as directed by the ECI
- To report to ECI, the deviations occurring in the process of election at any stage in the election process

Authority

- To stop the counting of votes or not to declare the result in certain circumstances.

Expenditure Observer

Responsibility

- Report to ECI (Arrival/Departure Report, EO Report I, II, III & IV)
- Overall supervision of expenditure monitoring in assigned ACs
- Assist DEO in preparing scrutiny report
- Scrutiny of election expense accounts of candidates after declaration of results

Authority

- Appoint Asst. Expenditure Observers out of list provided by DEO
- Ensures that RO carries out functions related to Expenditure monitoring such as providing register for account maintenance, schedule of account inspection, etc.
- Only s/he can conduct scrutiny of election accounts of candidates on dates notified
- Supervise and train all other teams working for Election Expenditure Monitoring

Police Observer

Responsibilities

- To supervise the operation of FSs, SSTs
- To ensure all the complaints are promptly acted upon by FS and SST
- Coordinate with Expenditure Observer regarding expenditure matters and with General Observer regarding MCC matters
- Coordinate with officers of DoI of IT Department & officers of State Excise Department
- Arrival and Departure report along with Police Observer Report-I & II to the Commission with a copy to CEO

Authorities

- In case of any apprehension of law and order problem or large scale complaints about distribution of cash/gift/liquor, shall inform Commission about remedial measures taken by him

Micro Observer

Responsibility

- Directly works under control and supervision of General Observer
- Can be assigned more than one PS in multi polling station location
- Can oscillate between and visit polling stations within the same campus at frequent intervals
- Should assess preparedness for the poll having reached the polling station/s on the day of the poll
- To observe that election process is being carried out in free and fair manner and that there is no vitiation of any kind
- During the poll, if he feels that poll is being vitiated, he will immediately bring it to the notice of the General Observer
- To report to General Observer in prescribed format

Sector Officer

Responsibility

- to ensure availability of AMF at the PS(s)
- to gather field level information for vulnerability mapping and report to RO
- to ensure availability of election materials in adequate amount in PS
- to report at various stages regarding conduct of elections to RO
- to ensure conduct of free, fair and peaceful elections in sector assigned

Authority

- have authorities as Executive Magistrate for the sector assigned

Presiding Officer

Responsibility

- To attend training and be aware of all major relevant legal provisions and ECI instruction
- To become familiar with polling area, polling party and polling materials
- Overall responsibility of conducting complete polling process at the PS in free and fair manner
- To submit all relevant forms, reports and election materials at the close of poll

Authority

- To assign duty of polling officer to any person in PS except candidate/agent
- Authority to conduct and control poll process in the assigned polling station as per set procedure
- To adjourn or stop poll in case of natural calamity, booth capturing, malfunctioning EVM etc.

Nodal Officer

- Several activities to be undertaken at the district level which require close monitoring to ensure smoothness and effectiveness in conduct of elections, in fact DEO is expected to monitor on a daily basis.
- Given the time frame and large number of activities to be completed, it may not be always possible for the DEO to effectively monitor each and every activity to his/her complete satisfaction.
- In view of this, for each set of activities, a separate nodal officer is to be appointed at District level by DEO.

The appointment of these nodal officers in NO way can be taken as a replacement of the overall monitoring and supervision of the DEOs, this is only a supplementary arrangement

Nodal Officers for...

1. Man power management
2. EVM management
3. Transport management
4. Training management
5. Material management
6. Implementing MCC
7. Expenditure Monitoring
8. Observers
9. Law & Order
12. Computerization
13. SVEEP
14. Helpline & Complaint Redressal
15. SMS Monitoring and Communication Plan
16. Welfare for officers/ Employees
17. Migratory Labourers

Thank You

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