

**SECRETARIAT OF THE
ELECTION COMMISSION OF INDIA**

No. 226/7/2014

Nirvachan Sadan,
Ashoka Road,
New Delhi-110001
Dated: 01.08.2014

OFFICE ORDER

With immediate effect and till further orders, following transfers & postings are hereby made:

Sl. No.	Name & Designation of Officer/Official	Present Allocation/posting	New Allocation/Posting	Remarks
1.	Sh. Anoop Kumar, Under Secretary	Protocol Division	1. Protocol Division 2. East Section-I	-
2.	Shri A.K.Pathak, Under Secretary	RTI Section	1. RTI Section 2. Statistical Section 3. R&D Section	-
3.	Shri A.N. Das, Under Secretary	1.Stores and Purchase Section 2. Bill Section	1.Stores and Purchase Section 2.Bill Section 3. Maharashtra (West Section-II)	-
4.	Km. Pushpa Niroj Lakra, Under Secretary	1.Statistical Section 2. R&D Section	East Section-II	-
5.	Shri Sheesh Ram, Section Officer	Election Planning Section	North Section-I	-
6.	Km. Usha, UDC	Cash Section	Statistical Section	-

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SECRETARIAT OF THE
ELECTION COMMISSION OF INDIA

Nirvachan Sadan, Ashoka Road, New Delhi-110001

No.181/2/2005 (PIO)

Dated: 15th September, 2005

To

✓ The Chief Electoral Officers of all States
and Union Territories.

Subject: Right to Information Act, 2005- Designation of Public Information
Officers and Assistant Public Information Officers- regarding.

Sir/Madam,

I am directed to say that the Government of India has passed the Right to Information Act, 2005, and the same has been published in the official gazette of Government of India on 21st June, 2005. It provides that the Act shall come into force on the one hundred and twentieth day of its enactment.

Under Section 5 of the said Act, every public authority shall, within 100 days of the enactment of the said Act, designate as many officers as the Central Public Information Officers or State Public Information Officers, as the case may be, in all administrative units or offices under it even at the sub-divisional level or sub-district level.

The Commission has decided that the following officers may be designated as Public Information Officers (PIO) and Assistant Public Information Officers (APIO) in the offices of Chief Electoral Officers:-

Sl.No.	Officers in the Office of CEO	Designated as
1.	Joint CEO or Dy. CEO where there is no Joint CEO	Public Information Officer
2.	Assistant CEO or any officer equivalent to Asstt. CEO	Assistant Public Information Officer

It has also been decided that District Election Officers may be asked to designate suitable officers as Public Information Officers (PIO) and Assistant Public Information Officers (APIO) in their respective offices.

You are requested to take necessary action and intimate the names and addresses of the designated officers to the Commission within one week from the date of issue of this letter.

Yours faithfully,


(RAJESH AGGARWAL)
DIRECTOR (ADMN.)

BY FAX/SPEED POST

**SECRETARIAT OF THE
ELECTION COMMISSION OF INDIA**

Nirvachan Sadan,
Ashoka Road,
New Delhi-110001

No. 181/2/2005 (PIO)

Dated: - 1st October, 2005

To

The Chief Electoral Officers of all States
and Union Territories.

**Subject: Appellate Authority in respect of the Office of the Chief
Electoral Officers and the Office of District Election Officers.**

Sir/Madam,

I am directed to draw attention to Section 8 Sub-section (iii) of the Right to Information Act, 2005 wherein the particulars of the Appellate Authority need to be mentioned by the Public Information Officer (PIO) when the PIO rejects a request for information.

2. In this connection, it is stated that under Section 19(1) of the said Act appeal against the decision of the PIO can be made to such officer who is senior in rank to the Central Public Information Officer or the State Public Information Officer as the case may be.

3. In view of the above, the Commission has decided to designate the Chief Electoral Officers (CEOs) as the Appellate Authority in their offices for the purpose of the Right to Information Act, 2005. In so far as the Appellate Authority for the Office of the District Election Officer (DEO) is concerned, an officer, who is senior to the PIO of the District in terms of Section 19(1) of the Act, or the DEO may be designated as the Appellate Authority.

Yours faithfully,


(RAJESH AGGARWAL)
DIRECTOR (ADMN.)

RIGHT TO INFORMATION ACT, 2005
INFORMATION IN RESPECT OF THE ELECTION COMMISSION OF INDIA

(1) The particulars of the organization, function and duties.

Election Commission of India is an autonomous Constitutional body established on 25th January, 1950. The Constitution of India (Article 324) has vested in the Election Commission of India, the responsibility of superintendence, direction and control of the preparation of electoral rolls for, and conduct of, elections to the Parliament and the Legislature of every State and to the offices of the President and Vice- President of India.

Initially, the Commission was a single member body with the Chief Election Commissioner being the only member. From October 1993 onwards, the Commission is a three-member body consisting of the Chief Election Commissioner and two other Election Commissioners.

The Commission has a Secretariat at Nirvachan Sadan, Ashoka Road, New Delhi, consisting of about 400 officials, in a hierarchical set up.

Deputy Election Commissioners and Directors General, are the senior most officers in the Secretariat, to assist the Commission. They are generally appointed from the All India Services and the Central Services of the country and are selected and appointed by the Commission on a tenure basis. Senior Principal Secretaries, Directors, Principal Secretaries, Joint Directors, Secretaries, Deputy Secretaries and Under Secretaries provide the support to them. There is functional and territorial distribution of work and the work is organized in Divisions, Branches and Sections; each of the last mentioned units is under the charge of a Section Officer. The main functional divisions are Planning, Electoral Rolls, Regulatory Audit, Judicial, Political Parties, Administration, Information Systems, Media, Systematic Voters' Education and Electoral Participation (SVEEP), International Co-operation, Secretarial Co-ordination, Training, and Election Expenditure Monitoring Division. The territorial work is distributed among separate units responsible for different Zones into which the 36 constituent States and Union Territories of the country are grouped for convenience of management.

At the State level, the election work is supervised, subject to overall superintendence, direction and control of the Commission, by the Chief Electoral Officer (CEO) of the State, who is appointed by the Commission from amongst senior Civil Servants of the State Government in consultation with the Government concerned. CEO is a full time officer and has a small team of supporting staff. At the district and constituency levels, the election functionaries are the District Election Officers, Electoral Registration Officers and Returning Officers. They utilize the services of other officials in the performance of the election related work. They all perform their functions related to elections in addition to their other responsibilities. During election time, however, they are available to the Commission, more or less, on a full time basis. During the period of their deployment on election related duty, they all are deemed to be on deputation to the Commission and are subject to its superintendence, control and discipline. [For further details please see Commission's website at (<http://eci.nic.in>)]

(2) The functions and duties: -

Article 324 of the Constitution of India vests in the Election Commission of India the powers of superintendence, direction and control of the preparation of electoral rolls for, and the conduct of, all elections to Parliament and Legislature of every State and of the elections to the offices of President and Vice-President held under the Constitution of India.

The Commission appoints/designates, in consultation with the Government concerned, the Chief Electoral Officer in each State and Union Territory, District Election Officer in each district, Electoral Registration Officers, Assistant Electoral Registration Officers, Returning Officers and Assistant Returning Officers for each Constituency, under the Representation of the People Act, 1950 and Representation of the People Act, 1951. These officers carry out actual field-cum-office work in the preparation and revision of electoral rolls and conduct of elections under the superintendence, direction, control and discipline of the Election Commission of India.

(3) The procedure followed in the decision-making process, including channels of supervision and accountability.

There is functional and territorial distribution of work in the Commission. The work is organized in Divisions, Branches and Sections; each of the last mentioned units is under the charge of a Section Officer. Under Secretary or Branch Officer looks after two or more sections. The Secretary looks after one or more zones. The main functional divisions are Planning, Electoral Rolls, Regulatory Audit, Judicial, Political Parties, Administration, Information Systems, Media, Systematic Voters' Education and Electoral Participation (SVEEP), International Co-operation, Secretarial Co-ordination, Training, and Election Expenditure Monitoring Division.

The territorial work is distributed among separate units responsible for different Zones into which the 36 constituent States and Union Territories of the country are grouped for convenience of management. The details of distribution of work in the Commission are as follows:

**DISTRIBUTION OF WORK AMONG OFFICERS FROM THE LEVEL
OF SECTION OFFICERS AND ABOVE**

Sl. No.	SECTION NAME	SECRETARY/ PR.SECY. /DIRECTOR/JT. DIRECTOR/DEPUTY SECRETARY	US\JD (OL)/ CPIO/LIO	SECTION OFFICER/ AAO/AD (OL)
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SHRI UMESH SINHA, DEPUTY ELECTION COMMISSIONER

FUNCTIONAL DIVISIONS				
1.	ESTABLISHMENT SECTION-I	STANDHOPE YUHLUNG, PR. SECY	B.C.PATRA, U.S.	ABHISHEK MOHAN
2.	ESTABLISHMENT SECTION-II	STANDHOPE YUHLUNG, PR. SECY	B.C.PATRA, U.S.	ASHUTHOSH M.
3.	STORES AND PURCHASE SECTION	STANDHOPE YUHLUNG, PR. SECY	A. N. DAS, SECY	SHASHIBALA BHARDWAJ
4.	BILLS SECTION	STANDHOPE YUHLUNG, PR. SECY	A. N. DAS, SECY	HARGOBIND
5.	R & I SECTION	STANDHOPE YUHLUNG, PR. SECY	RAJAN JAIN, U.S.	KAPTAN CHAND
6.	SERVICES & MAINTENANCE SECTION	STANDHOPE YUHLUNG, PR. SECY	RAJAN JAIN, U.S.	SURENDER SINGH
7.	OBSERVERS' PLANNING DIVISION	NIKHIL KUMAR, DIR	SOUMYAJIT GHOSH, U.S.	VASDEV ARORA
8.	LIBRARY & RESOURCES CENTRE	NIKHIL KUMAR, DIR	VIJITA RAY MALVIYA, LIO	LAXMI DEVI
9.	REGULATORY AUDIT DIVISION	TAPAS KUMAR. SR. PR. SECY	T. C. KOM	SANDEEP KUMAR
10.	INTERNATIONAL COOPERATION	DHIRENDRA OJHA, DIR	K. D. K. VARMA, SECY	K. P. SINGH
11.	ELECTION PLANNING	NIKHIL KUMAR, DIR SUMIT MUKHERJEE, SECY	JAIDEB LAHIRI, U.S.	DILIP KUMAR MAHTO
12.	PROTOCOL DIVISION	DHIRENDRA OJHA, DIR RAHUL SHARMA, SECY	-----	RAJ LAL RAI
13.	MEDIA/COMMUNICATION	DHIRENDRA OJHA, DIRECTOR	SUMAN KUMAR DAS, U.S.	PAWAN DIWAN
14.	SVEEP SECTION-I	PADMA ANGMO, DIR	S. K. MISHRA, U.S.	NARESH KUMAR
15.	SVEEP SECTION-II	PADMA ANGMO, DIR	S. K. MISHRA, U.S.	GUNCHABARTANEJA
TERRITORIAL DIVISIONS				
16.	SOUTH SECTION-I (TAMIL NADU, PUDUCHERRY)	TAPAS KUMAR, SR. PR. SECY MALAY MALLICK, SECRETARY	RAJAN JAIN, US	M. L. MEENA
17.	SOUTH SECTION-II (Karnataka)	K.D.K. VARMA, SECRETARY	RAJAN JAIN, US	KANISHKA KUMAR
18.	SOUTH SECTION-III	S. K. RUDOLA, PR. SECY (FOR TELANGANA) DARSUOTHANG, SECRETARY (ANDHRA PRADESH) NIKHIL KUMAR, DIRECTOR (A&N ISLANDS)	ANOOP KUMAR, US	TANUJ
19.	WEST SECTION-I (GUJARAT, DAMAN&DIU, D&NH)	VARINDER KUMAR, PR. SECY (GUJRAT) BERNARD JOHN, PR. SECY (DAMAN&DIU, D&NH)	SAROJ KALONIA	S.K. VIDYARTHI
20.	WEST SECTION-II (GOA)	SUMIT MUKHERJEE, SECY	I. C. GOEL, US	KARAMBIR

SHRI VIJAY DEV, DEPUTY ELECTION COMMISSIONER

FUNCTIONAL DIVISIONS				
21	COORDINATION SECTION	NIKHIL KUMAR, DIR	A. K. PATHAK	LOVE KUSH YADAV
22	REFERENCE AND COURT CASES SECTION	VIJAY KUMAR PANDEY, DIR(LAW)	I. C. GOEL, U.S.	RITESH SINGH
23	STATUTORY DIRECTIONS & REFORMS SECTION	K. F. WILFRED, PRINCIPAL SECRETARY	N. T. BHUTIA, U.S.	ABHISHEK TIWARI
24	POLITICAL PARTIES SECTION-I	K. F. WILFRED, PR. SECY P. K. SHARMA, SECY	A. K. MOHAL, US	PRAKASH CHANDRA GUPTA
25	POLITICAL PARTIES SECTION-II	K. F. WILFRED, PR. SECY P. K. SHARMA, SECY	A. K. MOHAL, US	LATA TRIPATHI
26	POLITICAL PARTIES SECTION-III	VARINDER KUMAR, PR. SECY	A. K. PATHAK, U. S.	MANISH KUMAR
27	BIENNIAL ELECTION SECTION	R. K. SRIVASTAVA, SR. PR. SECY	RAKESH KUMAR, U.S.	RAJESH KUMAR SINGH
28	DELIMITATION SECTION-I	K. N. BHAR	P. N. LAKRA, US	VASDEV ARORA
29	DELIMITATION SECTION-II	K. N. BHAR	T.C. KOM, US	POONAM SARANG
30	CASH SECTION	BERNARD JOHN, PR. SECY	A. K. BHATNAGAR, US	CHANDER PRAKASH
31	PAY & ACCOUNTS SECTION	BERNARD JOHN, PR. SECY	S. K. PRASAD, U.S.	NARINDER SINGH RAWAT, (AAO)
32	INTERNAL FINANCE DIVISION-I	BERNARD JOHN, PR. SECY	MD. UMAR, U.S.	ANIL KUMAR
33	INTERNAL FINANCE DIVISION-II	BERNARD JOHN, PR. SECY	MD. UMAR, U.S.	BREJESH KUMAR
34	REGISTRY	VIJAY KUMAR PANDEY, DIR(LAW)	A. K. PATHAK, U. S.	BREJESH KUMAR
TERRITORIAL DIVISIONS				
35	NORTH SECTION-III (UTTAR PRADESH)	R. K. SRIVASTAVA, SR. PR. SECY ANUJ JAIPURIAR, SECY	RAKESH KUMAR, US AJAY KR. VERMA, US	AMIT KUMAR PRAFULL AWASTHI
36	SOUTH SECTION-III (Lakshadweep)	NIKHIL KUMAR, DIRECTOR	ANOOP KUMAR, US	TANUJ
37	WEST SECTION-I (Madhya Pradesh)	ANUJ JAIPURIAR, SECY	SAROJ KALONIA, U.S.	S. K. VIDYARTHI
38	WEST SECTION-II (Maharashtra)	A. N. DAS, SECY	I. C. GOEL, US	KARMA BIR
39	EAST SECTION-I	SUMIT MUKHERJEE, SECY (BIHAR) K. N. BHAR (CHHATISGARH, JHARKHAND)	ANOOP KUMAR, U.S.	SANTOSH KUMAR
40	EAST SECTION-II (WEST BENGAL , ODISHA)	R. K. SRIVASTAVA, SR. PR. SECY	ANOOP KUMAR, US (ODISHA) A. K. PATHAK, US (WEST BENGAL)	RAKESH KUMAR

SHRI SANDEEP SAXENA, DEPUTY ELECTION COMMISSIONER

FUNCTIONAL DIVISIONS				
41	AUTOMATION & TECH. DIVISION	V. N. SHUKLA, DIR(IT) MUKESH MEENA, DIR J. K. RAO, SECY	T. C. KOM	MUKESH KUMAR
42	CODE OF CONDUCT SECTION	R.K. SRIVASTAVA, SR. PR. SECY VARINDER KUMAR, PR. SECY	S. K. DAS, U.S.	ANURADHA SINGH
43	ELECTORAL ROLLS DIVISION & NERP	N. N. BUTOLIA, SECY	AJOY KUMAR, U.S.	RAJAN AGGARWAL
44	ELECTION DATA MANAGEMENT DIVISION	JAYASREE M.G., DIRECTOR	T. .C. KOM	RAMESHWAR PRASAD
45	RTI SECTION	K. F. WILFRED, PR. SECY & FAA	MD. UMAR, US&CPIO	S. K. DUBEY

		K. N. BHAR, SECY		
46	PGRS	MUKESH MEENA, DIRECTOR	S. K. MISHRA	PRAFULL AWASTHI
TERRITORIAL DIVISIONS				
47	NORTH SECTION-I	P. K. SHARMA, SECY (RAJASTHAN) STANDHOPE YUHLUNG, PR. SECY (JAMMU & KASHMIR) AVINASH KUMAR (PUNJAB) J.K. RAO (HIMACHAL PRADESH)	KUMAR RAJEEV, U.S. (RAJASTHAN, J&K AND PUNJAB) P.N. LAKRA, US (HIMACHAL PRADESH)	SHEESH RAM
48	NORTH SECTION-II	K. F. WILFRED (DELHI & HARYANA) RAHUL SHARMA (UTTARAKHAND) NIKHIL KUMAR (CHANDIGARH)	KUMAR RAJEEV, U.S. (DELHI, HARYANA, UTTRAKHAND) P.N. LAKRA, US (CHANDIGARH)	VEER SINGH
49	NORTH EAST SECTION-II (Assam)	N. N. BUTOLIA, SECY	SANJEEV KUMAR PRASAD, U.S.	

SHRI SUDEEP JAIN, DIRECTOR GENERAL

FUNCTIONAL DIVISIONS				
50	TRAINING SECTION-I	VIVEK KHARE, DIRECTOR S. B. JOSHI, SECY	BINOD KUMAR	R. K. SAINI
51	TRAINING SECTION-II	VIVEK KHARE, DIRECTOR S.B. JOSHI, SECY	BINOD KUMAR	SANJAY KUMAR
52	ELECTION MATERIALS DIVISION	MUKESH MEENA, DIR ARVIND ANAND, SECY	MADHUSUDAN GUPTA, U.S.	O. P. SAHNI
53	OFFICIAL LANGUAGE	-----	RACHNA GUPTA, JD(OL)	MAHENDRA SINGH, AD(OL)
TERRITORIAL DIVISIONS				
54	SOUTH SECTION-II (KERALA)	DARSUOTHANG, SECY	RAJAN JAIN, US	KANISHKA KUMAR
55	NORTH EAST SECTION-I	S. B. JOSHI, SECY (MIZORAM) ARVIND ANAND, SECY (SIKKIM, NAGALAND, TRIPURA)	SAROJ KALONIA	DEEPMALA
56	NORTH EAST SECTION-II (ARUNACHAL PRADESH, MANIPUR, MEGHALAYA)	S. B. JOSHI, SECY (ARUNACHAL PRADESH) N. N. BUTOLIA, SECY (MANIPUR)	SANJEEV KUAMR PRASAD	RAVI

SHRI DILIP SHARMA, DIRECTOR GENERAL (ELECTION EXPENDITURE)

57	CANDIDATES EXPENDITURE MONITORING SECTION-I	S. K. RUDOLA, PR. SECY	AVINASH KUMAR (PROMOTED TO SECY)	JUSMEET KAUR
58	EXPENDITURE MONITORING POLICY DIVISION	S. K. RUDOLA, PR. SECY	AVINASH KUMAR (PROMOTED TO SECY)	ANUP KUMAR KHAKHLARY
59	CANDIDATES EXPENDITURE MONITORING SECTION-II	S. K. RUDOLA, PR. SECY	AVINASH KUMAR (PROMOTED TO SECY)	TEETAV RAO
60	POLITICAL PARTIES EXPENDITURE MONITORING DIVISION	S. K. RUDOLA, PR. SECY	MALAY MALLICK, SECY (PROMOTED TO SECY)	HARJIT KAUR

(4) The norms set by the Commission for the discharge of its functions.

The Commission transacts its business by circulation of papers/files and also by internal meetings. The Chief Election Commissioner and the Election Commissioners have equal power in decision making in the Commission. The Commission, from time to time, delegates some of its executive functions to its officers in its Secretariat.

(5) A statement of the categories of documents that are held by it or under its control.

(a) Compilation of the Acts and Rules mentioned in the next part (Part 6), Compendia i.e. compilation of various instructions issued by the Commission from time to time for the conduct of elections and preparation of Electoral Rolls, Statistical data of elections, various Hand-books, like, Handbooks for Returning Officers, Presiding Officers, Polling Officers, Electoral Registration Officers, Candidates etc. are available in the Commission's Secretariat, in the offices of Chief Electoral Officers and District Election Officers, and also in Commission's website.

(b) Documents related to registration and recognition of Political Parties, and the notifications containing the names of registered political parties and election symbols.

(c) Accounts of election expenses filed by recognized Political Parties in connection with General Elections to the Lok Sabha and State Legislative Assemblies

(d) Statement of donations received by Political Parties, submitted under Section 29C of Representation of the People Act, 1951;

(e) Accounts of election expenses of candidates are available with the DEOs.

(f) Electoral Rolls for assembly constituencies are available at the level of District Election Officers and Electoral Registration Officers. Two copies each of draft electoral rolls and final rolls are made available, free of cost, to all recognized state and national political parties. Electoral Rolls are also available on the websites of Chief Electoral Officers of all States & UTs. Link to the websites of all Chief Electoral Officers is also provided in the website of the Election Commission.

(g) Preparation of Electors Photo Identity Card (EPIC) is done at the level of the Electoral Registration Officers of the Constituencies. Information related to preparation and issue of EPIC can be had from the office Electoral Registration Officer of the Constituency concerned.

(h) Copies of affidavits filed by candidates at the time of nominations are available with the Returning Officers during the elections and with the District Election Officer after the elections. These are also put on the websites of Chief Electoral Officers. Link to the website of the Chief Electoral offices has been provided from this website;

(i) Statistical data of all general elections to the Lok Sabha and State Legislative Assemblies can be seen on this website.

(6) The rules, regulations, instructions manuals and records, held by it or under its control or used by its employees for discharging its functions.

Various Acts and Rules, particularly those related to elections are the Representation of the People Act, 1950, Representation of the People Act, 1951, Presidential & Vice-Presidential Elections Act, 1952, the J&K Representation of People Act, 1957, Conduct of Elections Rules, 1961, Registration of Electors Rules, 1960, the J&K Conduct of Elections Rules, 1965 and the J&K Registration of Electors Rules, 1966 and the Presidential and Vice-Presidential Election Rules 1974. The other relevant records and Manuals are the Compendia on the conduct of elections, Hand Books for the ROs, Presiding Officers, Electoral Registration Officers, Candidates, Polling Agents, Counting Agents; Statistical Data of elections, Model Code of Conduct, Election Symbols (Reservation & Allotment) Order, 1968 etc. All the said documents/materials are also available on our website <http://eci.nic.in>.

(7) The particulars of any arrangement that exists for consultation with or representation with or representation by the members of the public in relation to the formulation of its policy or implementation thereof.

The members of public can send their suggestions and views through communications addressed to the Secretary to the Election Commission of India. There is an all-India toll free No: 1950 for enquiries.

(8) The Scale of pay applicable to the Chief Election Commissioner, Election Commissioners and the officers and employees of the Commission in order of its organizational hierarchy are as under: -

S. No.	Designation	Pay in the Pay Band & Grade Pay(In Rs.)
1.	Chief Election Commissioner	90,000 (fixed)
2.	Election Commissioner	90,000 (fixed)
3.	Deputy Election Commissioner	Level-14, 144200-2,18,220

4.	Director General	Level-14, 144200-2,18,220
5.	Senior Principal Secretary	Level-14, 144200-2,18,220
6.	Director and Principal Secretary	Level-13, 118500-2,14,100
7.	Secretary	Level-12, 78800-2,09,200
8.	Joint Director	Level-12, 78800-2,09,200
9.	Deputy Secretary	Level-12, 78800-2,09,200
10.	Sr. Principal Private Secretary	Level-12, 78800-2,09,200
11.	Lib. & Information Officer	Level-12, 78800-2,09,200
12.	Under Secretary	Level-11, 67,700-2,08,700
13.	Principal Private Secretary	Level-11, 67,700-2,08,700
14.	Pay & Accounts Officer	Level-11, 67,700-2,08,700
15.	Assistant Director (OL)	Level-10, 56,100-1,77,500
16.	Assistant Accounts Officer	Level-8, 47,600-1,51,100
17.	Section Officer	Level-8, 47,600-1,51,100
18.	Private Secretary	Level-8, 47,600-1,51,100
19.	Asstt. Librarian	Level-6, 35,400-1,12,400
20.	Sr. Hindi Translator	Level-7, 44,900-1,42,400
21.	Assistant Section Officer	Level-7, 44,900-1,42,400
22.	Personal Assistant	Level-7, 44,900-1,42,400
23.	Jr. Hindi Translator	Level-6, 35,400-1,12,400
24.	Sr. Accountant	Level-6, 35,400-1,12,400
25.	Library Assistant	Level-5, 29,200-92,300
26.	Staff Car Driver (Special Grade)/ Transport Supervisor	Level-6, 35,400-1,12,400
27.	Staff Car Driver (Grade I)	Level-5, 29,200-92,300
28.	UDC/SSA	Level-4, 25,500-81,100
29.	Stenographer	Level-4, 25,500-81,100
30.	Staff Car Driver (Grade II)	Level-4, 25,500-81,100
31.	LDC/JSA	Level-2, 19,900-63,200
32.	Xerox Operator	Level-2, 19,900-63,200
33.	Staff Car Driver (Ordinary Grade)	Level-2, 19,900-63,200
34.	Library Attendant Grade I	Level-2, 19,900-63,200
35.	Sr. Gest. Operator	Level-2, 19,900-63,200
36.	Dispatch Rider	Level-2, 19,900-63,200

37.	Multi Tasking Staff	Level-1, 18,000-56,900
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(9) Budget Estimates/Revised Estimates and Actual Expenditure 2014-15 & 2015-2016 (In rupees)

BUDGET ESTIMATES/REVISED ESTIMATES AND ACTUAL EXPENDITURE 2014-2015 AND 2015-2016(Rs. in thousand)							
Accounting Code	Major Head/Minor Head/Sub-Head/Detailed Head/Object Head	Year, 2014-2015			Year, 2015-2016		
		Budget Estimates for the financial year, 2014-15	Revised Budget Estimates for the financial year, 2014-15	Actual Expenditure	Budget Estimates for the financial year, 2015-16	Revised Budget Estimates for the financial year, 2015-16	Actual Expenditure
2015	Elections						
2015.00.101	Election Commission						
01	Establishment						
01.00.01	Salaries	2,16,900	2,45,000	2,41,431	2,69,100	2,45,100	2,54,594
01.00.02	Wages	100	-	-	100	-	-
01.00.03	Over Time Allowance	1,400	1,400	898	1,400	1,400	981
01.00.06	Medical Treatment	9,000	9,000	6,260	9,000	9,800	11,360
01.00.11	Domestic Travel Expenses	8,000	15,000	15,774	15,000	10,000	12,038
01.00.12	Foreign Travel Expenses	9,900	4,500	3,480	7,000	7,000	4,647
01.00.13	Office Expenses	84,800	90,000	1,00,023	80,000	85,000	96,930
01.00.27	Minor Works & Maintenance	10,000	13,500	9,949	15,000	36,600	16,449
01.00.28	Professional Services	75,000	50,000	49,952	50,000	35,000	18,109
01.00.16	Publications	2,700	3,400	3,866	2,400	4,200	5,084
01.00.20	Other Administrative Expenses (Canteen)						

01.00.20	Other Administrative Expenses (Hospitality)	17,200	17,200	17,330	17,000	17,000	20,256
01.00.50	Other Charges	4,000	2,000	2,056	4,000	3,000	2,920
01.99	Information Technology						
01.99.13	Office Expenses	25,000	38,000	33,530	40,000	34,000	47,305
01.99.28	Professional Services	26,000	16,000	16,015	15,000	18,800	14,857
02	Voter Awareness						
02.00.31	Grant in Aid	1,20,000	1,15,000	1,14,771	1,40,000	1,43,500	1,45,528
003	Training						
01	Imparting Training for Election						
01.00.28	Professional Services	70,000	70,000	69,461	95,000	32,500	31,842
4059	Capital Outlay on Public Works						
4059.01	Office Building						
4059.01.051	Constructon						
10	Election Commission						
10.01.53	Major Works	10,000	10,000	10,000	40,000	1,70,000	1,70,000
	Total	690000	7,00,000	6,94,796	8,00,000	8,52,900	8,52,900

Expenditure on Electoral Rolls and Electoral Photo Identity Cards is borne by the Central Government and respective State Governments on a 50:50 basis. Expenditure on Electronic Voting Machines (EVMs) is borne by the Central Government. Expenditure regarding General Election to Lok Sabha is borne by the Central Government and for General Election to the State Legislative Assemblies is borne by the respective State Governments. In case of simultaneous election, the expenditure is shared by the Central Government and respective State Governments on 50:50 basis. The above expenditure is reflected in the budget for the M/o Law and Justice (Legislative Department) and in the budget of the respective State Governments.

(10) The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.

The Election Commission does not provide any subsidy on any programme.

(11) Particulars of recipients of concessions, permits or authorizations granted by it.

Not applicable in the case of the Election Commission.

(12) Details in respect of information, available to or held by it, reduced in an electronic form.

Statistical data of elections held since 1952 are available in the Commission on its website. Since General Election to Lok Sabha, 2009 apart from election data, affidavits filed by the candidates are also available on the website. The Electoral Rolls of states are available on the websites of the respective Chief Electoral Officers.

(13) The particulars of facilities available to citizens for obtaining information.

Information can be obtained from the Commission's website i.e. <http://eci.nic.in> and one can also apply in writing to the Central Public Information Officers (CPIOs) and/or Assistant Central Public Information Officer (ACPIO) whose details are provided under.

The publications that are available for sale can also be obtained on all working days from the sales counter of the Commission at Receipt & Issue Section, Nirvachan Sadan, Ashoka Road, New Delhi-110001.

(14) Election to Local Bodies

There appears to be a misconception in the minds of the general public that the elections to local bodies are also conducted by this Commission. It is clarified that under Articles 243K and 243ZA of the Constitution, the responsibility of superintendence, direction and control of all elections to Panchayats and Municipalities, and the preparation of electoral rolls for these elections, is vested with the State Election Commission of the respective State/UT and not with this Commission (i.e. Election Commission of India).

Every State/UT has a State Election Commission (SEC) for the purposes of elections to Local Bodies. The SEC is an independent Constitutional Authority and is neither a part of the Election Commission of India nor comes under its purview. Thus, the Election Commission of India is not responsible for conduct, superintendence and control of elections to the Local Bodies i.e. Panchayats and Municipalities. Therefore, for information pertaining to elections to Local Bodies and matters related to electoral roll for these elections, the authorities concerned in the State Election Commission of the State should be approached.

(15) Such other information as may be prescribed.

The details of APIO, Co-ordinating CPIO, First Appellate Authority, Nodal Officer and Transparency Officer are given below: -

1. APIO: -

Sh. Santosh Kumar Dubey,
APIO & Section Officer,
Room No. 510, Election Commission of India
Nirvachan Sadan, Ashoka Road,
New Delhi – 110001
Tel. 23052114

2. Co-ordinating CPIO: -

Sh. Mohammed Umar,
CPIO and Under Secretary,
Room No. 209-C, Election Commission of India
Nirvachan Sadan, Ashoka Road,
New Delhi – 110001
E-mail: mohammed.umar@eci.gov.in
Tel. 23052064

3. First Appellate Authority: -

Sh. K.F. Wilfred
Principal Secretary
Room No.305, Election Commission of India
Nirvachan Sadan, Ashoka Road,
New Delhi – 110001
Tel.: 011-23052026,
Fax no. 23052010.
Email:- kfwilfred@eci.gov.in

4. Nodal Officer: -

Sh. Tapas Kumar, Senior Principal Secretary
Room No.113, Election Commission of India
Nirvachan Sadan, Ashoka Road,
New Delhi – 110001
Tel. 23717164,
Fax. 23052007
Email:- tkumar@eci.gov.in

5. Transparency Officer: -

Sh. Umesh Sinha, Deputy Election Commissioner,
Room No.603, Election Commission of India,
Nirvachan Sadan, Ashoka Road,
New Delhi – 110001
Tel. 23052081, 23052226,
Fax. 23052227
Email:- decus@eci.gov.in

Contact details of the officers of the Commission can be accessed from the link
http://eci.nic.in/eci_main1/election_comission.aspx
