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**STATE ELECTION COMMISSION, HARYANA,  
NIRVACHAN SADAN, PLOT NO. -2,  
SECTOR-17,PANCHKULA.**

NO. SEC/2ME/2018/6250

Dated :23.11.2018

To

Shri Vineet Garg , IAS (HY: 1991)  
Managing Director,  
Haryana Power Generation Corporation Ltd.

Subject: Appointment as Observer (Election) for the general elections of Municipal Corporations, 2018.

Sir,

I am directed to refer to the subject noted above and to say that the State Election Commission, Haryana has appointed you as Observer (Election) for the General Elections of the Municipal Corporation, Karnal for which election schedule issued vide Commission's notification dated 16.11..2018 is enclosed herewith.

2. Your appointment as Observer (Election) has been made by the Commission in exercise of powers under Section 8D of the Haryana Municipal Act, 1994 read with Section 20-B of the Representation of People Act, 1951 and under Article 243ZA of the Constitution of India. During this period, you will be treated as an officer of the Commission, for the purpose of your duties as Observer (Election). The Commission directs that during the period of election you will not proceed on leave without prior permission of the Commission and, that too, in very compelling circumstances.

3. In order to facilitate you to discharge the functions of Observer, two handbooks, one each for Returning Officer and for Presiding Officer, are enclosed herewith. During this period, you will use your department's vehicle. A prominent sticker bearing "Observer-State Election Commission, Haryana" is enclosed herewith as annexure-2 for affixing on left corner of front wind screen of your car, during your visits to the area of your jurisdiction.

4. The Commission has framed certain guidelines for Observers, which are given in Annexure-3. Please go through these guidelines carefully and frame your programme accordingly. However, it would be desirable that you familiarize yourself with all rules and instructions of the elections at the earliest. Therefore, immediately after the receipt of this letter, you should visit the area to review all the arrangements made for the conduct of elections of the Municipal Corporation. You can visit the area anytime to review all the arrangements made for the conduct of elections as per your overall assessment but you shall have to be present on the dates and time mentioned in para 13 of this letter. To review all arrangements you can convene a meeting with the Deputy Commissioner, Senior Superintendent of Police/Deputy Commissioner of Police, Returning Officers etc.

5. If you find any shortcoming or gap in the arrangements or receive any complaint or representation from anyone which needs to be looked into, you will send it to the Deputy Commissioner or any other authority for taking appropriate action in the matter and the action taken report shall be informed to you by that authority. However, you should not give any direction to them.

6. You will not give any interview and statement to any media-person and address any press conference at any stage.

7. You will be easily accessible to the contesting candidates, representatives of political parties and the public and hear their complaints, grievances and suggestions, wherever necessary and also bring the same to the notice of Deputy Commissioner or any other officer for taking appropriate action in the matter. It is expected from you that you would spare adequate time for this purpose. You will send a daily report to the Commission by 5.00 P.M. on Commission's official website ([sec@hry.nic.in](mailto:sec@hry.nic.in)) during this period regarding your overall observation about the preparedness and any incident calling for the attention of the Commission.

8. As an Observer, you are required to follow the directions of the State Election Commission only. You will not obtain advice/direction from any other authority including State Government or its representative. If you have any doubt, please seek clarification from the officers of the Commission mentioned at the end of this letter.

9. During the period of elections as and when the Commission asks you to look into any matter, you shall do so immediately and send a report directly to the Commission by fax/email. You will not send your report to anyone else. In case of urgency / emergency, you may contact on phone, any officer of the Commission listed at the end of this letter or the State Election Commissioner.

10. As per provisions contained in Section 8D of the Haryana Municipal Act, 1994 read with Section 20-B of the Representation of People Act, 1951, you are empowered to direct the Returning Officer of the Municipal Corporation to stop the counting of votes at any time before the declaration of result or direct the Returning Officer not to declare the result. A copy of the extract of Section 8D of the Haryana Municipal Act, 1994 and section 20 B of the Representation of People Act, 1951 is enclosed at Annexure -4.

11. Being a senior Administrative Officer, the Commission expects that your presence in the area shall create an atmosphere for conducting elections in a free, fair and transparent manner.

12. The Commission has issued instructions regarding prevention of defacement of property etc. (enclosed at Annexure-5). You are requested to observe that these instructions are followed in letter and spirit.

13. The Commission has drawn a schedule for your presence /departure in **Municipal Corporation , Karnal** and submitting the reports to this Commission as below:-

Sr. No.	Tour Programme/Purpose	Dates
(i)	One day before the <u>start of nomination</u> and on the <u>first day of nominations</u>	30.11.2018 (Report of arrival in Karnal be sent at 12.00 Noon) and will stay thereon 01.12.2018 and 03.12.2018 .Report be sent.



(ii).	On the last day of filing nomination and scrutiny of nomination and also on the day of symbol allotment.	06.12.2018 (before 12.00 Noon) to 08.12.2018
(iii).	a) On the day of second & third randomization of polling personnel for election duty after discussion with the Deputy Commissioner and also two clear days before polling . b) Randomization of EVMs c) Two clear days before the poll and on the day of polling till the declaration and signing of result by you and depositing of EVM in strong room after counting of votes by the R.O.	Please fix schedule after discussion with DC.  15.12.2018 (at 12.00 Noon) to 16.12.2018 and 19.12.2018
(iv).	Submission of report at Annexure-6 to the State Election Commission .	19.12.2018
(v).	Resumption of department duty.	20.12.2018

14. The contact numbers of the officers of the Commission are as under:-

Sr. No.	Name of the officer and email address.	Telephone No.		Fax No.	Mobile No.
		Office	Residence		
i.	Dr. Dalip Singh, IAS (Retd.) State Election Commissioner sec@hry.nic.in	2584904	2790749	2585904	9501322550
ii.	Dr. P.K. Sharma, HCS (Retd.) Secretary sec@hry.nic.in	2574810			9872511107
iii.	Sh. Parmal Singh Asstt. State Election Commissioner asec.sec@hry.nic.in	2584908	2728294		7589493410
iv.	Sh. Pushkar Dutt Superintendent supdtmc.sec@hry.nic.in	2584810	5034017		9855575388

EPBAX : +91 172 258 4810, Fax : +91 172 258 5904  
Website : [www.secharyana.gov.in](http://www.secharyana.gov.in)

Encl: Annexure-1 to 6.

Yours faithfully,

*(Signature)*  
(Parmal Singh)

Asstt. State Election Commissioner, Haryana.

Endst.No. SEC/2ME/2018/6251-54

Dated:-23.11.2018

- A copy is forwarded to the following for information and necessary action:-
1. The Chief Secretary, to Govt. Haryana (Personnel Department), Chandigarh.
  2. Divisional Commissioner, Karnal .
  3. The Municipal Commissioner, Karnal .
  4. The Deputy Commissioner, Karnal .

*(Signature)*  
(Parmal Singh)

Asstt. State Election Commissioner, Haryana.