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

No.SEC/2ME/2018/ 6309

Dated:- 23 .11.2018

To

Dr. Rajshree Singh, IPS (HY: 1999-SPS)
IG / N.H. Traffic, Karnal.

Subject:- Appointment as Police Observer for the general election of
Municipal Corporations to be held on 16.12.2018 .

Sir,

I am directed to refer to the subject noted above and to say that the State Election Commission, Haryana in exercise of powers under section 8D of the Haryana Municipal Corporation Act, 1994 read with Section 20-B of the Representation of People Act, 1951 and under Article 243ZA of the Constitution of India has appointed you as Police Observer for the general elections of Municipal Corporation, Panipat to be held on 16.12.2018 . During the period of election you will be treated an Officer of this Commission for the purpose of your duties as Police Observer. A copy of the election schedule vide Commission's notification dated 22.11.2018 and a sticker bearing "Observer- State Election Commission, Haryana" for affixing on one side of the window screen of your car, during visits of the area are attached herewith.

2. As a police observer, you are required to perform the duties mentioned as under:-

- (i) You will start interacting with District police authorities regarding overall review of law and order from the date of notification of election programme. You will visit your area immediately after the date of allotment of symbols by the Returning Officer.
- (ii) You will attend meetings called by the Deputy Commissioner, Police Commissioner / Deputy Commissioner of Police . Observers (Elections and Expenditure) and the officers concerned to review the arrangements made for the smooth conduct of the elections.
- (iii) You will visit all the polling stations, particularly the sensitive and hyper-sensitive polling stations and review the police arrangements made by the district administration.
- (iv) You will keep a strict vigil on the law and order situation.
- (v) You will also keep strict vigil about distribution of cash or liquor by the contesting candidates/ their representatives/ political parties to influence the voters and keep the Commission informed about remedial measures taken by you.
- (vi) You will also keep a vigil over movement of illegal arms, ammunition, liquor, or anti social elements etc. and ensure

that the person from whom seizure is affected, is given proper acknowledgement .

- (vii) You will ensure that proper counter check is exercised to keep a watch on the officials engaged in checking of vehicles.
- (viii) You will ensure that all the complaints in respect of law and order are promptly acted upon effectively.
- (ix) You will initiate preventive measures to ensure that intimidation/obstruction/allurements do not really happen on the poll day and undertake tours and meet the communities and explain the arrangements. Complaints about obstructions/threats shall be enquired into immediately and necessary legal action taken.
- (x) You are advised to meet the contesting candidates, representatives of political parties and the public and hear their complaints and suggestions. It is expected from you that you will spare maximum time for such meetings.

3. During the period of the election of Municipal Corporation, Panipat , if the Commission asks you to look into any matter, you will do so immediately and send a report directly to the Commission by fax/e-mail. You will not send your report to anyone else. In case of emergency, you may contact the Secretary of the Commission or the State Election Commissioner, Haryana on phone.

4. Being a senior officer, the Commission expects that your presence in the area shall create an atmosphere for the conduct of free and fair elections.

5. You will also send your day to day report in respect of law and order to the Commission through fax 0172-2585904 or email. sec@hry.nic.in

6. During this period, you will use your official vehicle.

7. During the process of elections you will ensure that adequate police arrangements have been made on the dates of electoral process especially during filing of nominations, scrutiny and withdrawal, dates of poll and counting of votes etc.

8. In addition to the above, you are also directed to be present in Rohtak as per schedule given 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 Panipat 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 <u>filing nomination</u> 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 to the State Election Commission.	19.12.2018
(v).	Resumption of department duty.	20.12.2018

9. During the period of election, if any assistance of this Commission is required you may contact the following Officers of this Commission:-

Officer & Email id	Office	Residence	Fax	Mobile
Dr. Dalip Singh, IAS (Retd.) State Election Commissioner sec@hry.nic.in	2584904	2790749	2585904	95013-22550
Dr. P.K.Sharma, HCS(Retd.) Secretary sec@hry.nic.in	2574810		2585904	98725-11107
Sh. Parmal Singh Asstt. State Election Commissioner asec.sec@hry.nic.in	2584908	2728294	2585904	75894-93410
Sh. Pushkar Dutt, Superintendent supdtmc.sec@hry.nic.in	2584810		2585904	9855575388

EPBAX : +91 172 258 4810, Fax : +91 172 258 5904
Website : www.secharyana.gov.in

Yours faithfully

Encl: Annexure-1 to 3.

(Parmal Singh)
Asstt. State Election Commissioner, Haryana.

Endst.No. SEC/2ME/2018/6310-6314

Dated:-23.11.2018

A copy is forwarded to the following for information and necessary action:-

1. The Additional Chief Secretary to Govt. Haryana (Home Department), Chandigarh.
2. The Director General of Police Haryana with reference to their memo No.13935/OPS-3, dated 28.09.2018
3. The Divisional Commissioner, Karnal
4. Commissioner, Municipal Corporation, Panipat

5. Deputy Commissioner, Panipat with the request for following action:
- (i) Inform all the candidates and recognized political parties regarding appointment of Police observer alongwith his contact numbers etc.
 - (ii) Provide all necessary information and assistance required by the Police Observer. In case of any complaint, suggestion, or representation forwarded to you by the observer, the same should be examined on merit and reply be given to him immediately.

Parmal Singh
(Parmal Singh)

Asstt. State Election Commissioner, Haryana