

# **ANNUAL ADMINISTRATIVE REPORT**

**2016-2017**



**ELECTION DEPARTMENT: MANIPUR**

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**1. INTRODUCTION:**

- 1.1 The State Election Department is a single cadre non-plan department with total staff strength of 295 of 21 various categories with Chief Electoral Officer, Manipur as Head of the Department. Joint Chief Electoral Officer, Manipur is the Head of Office. Shri Vivek Kumar Dewangan , IAS, Shri K. Bono Singh, MCS, Shri N. Angangjao Singh, Shri M. Birendra Singh are the Chief Electoral Officer, the Joint Chief Electoral Officer, Assistant Chief Electoral Officer and Assistant Chief Electoral Officer (Statistics) respectively.
- 1.2 There are 24 branch offices where the election staffs and officers are attached/posted. The offices are the office of the Deputy Commissioners (DCs) of 9 (nine) Districts and the offices of Additional Deputy Commissioners (ADCs) of Jiribam and Kangpokpi and SDOs/EROs of Sowabung, Porompat, Keirao Bitra, Lamphel, Lamsang, Patsoi, Wangoi, Nambol, Bishnupur, Moirang, Lilong, Thoubal and Kakching.
- 1.3 The Chief Electoral Officer, Manipur is the Head of Department. He is appointed by the Election Commission of India from a panel of Officers furnished by the State Government. The Chief Electoral Officer, who is responsible to the Election Commission of India, has the statutory responsibility of supervising the preparation of electoral rolls and conduct of Assembly, Parliamentary and Presidential Elections in the State and assisting the Delimitation Commission in the delimitation of Assembly and Parliamentary Constituencies subject to overall control, direction and supervision of the Election Commission of India.
- 1.4 DCs are the Electoral Registration Officers (EROs) in the 5 (five) Hill Districts, Additional Deputy Commissioners (ADCs), Jiribam and Kangpokpi and the Sub-Divisional Officers (SDOs) in the 4 (four) valley districts are the EROs. There are all together 39 (thirty nine) EROs in Manipur State. The SDOs in the Hill Districts and most of the Sub-Deputy Collectors (SDCs) in valley are the Assistant Electoral Registration Officers (AEROs). There are a total of 73 (Seventy three) AEROs in the State. The EROs are directly responsible for preparation, maintenance and revision of Photo Electoral Roll of all Assembly Constituencies (ACs) within their respective jurisdiction.

- 1.5 In Hill Districts, the Deputy Commissioners function as District Election Officers/Electoral Registration Officers/Returning Officers for the purpose of Assembly Elections. The ADC-Jiribam and ADC-Kangpokpi also adorn the function of EROs and ROs for the Assembly Elections. In valley districts, the Deputy Commissioners function as the District Election Officers and the Sub-Divisional Officers function as RO/ERO for the Assembly Elections. However, for the Parliamentary Election to the Lok Sabha, DC-Imphal West is the Returning Officer for No. 1- Inner Manipur Parliamentary Constituency and DC- Thoubal as the Returning Officer for No.2 – Outer Manipur (ST) Parliamentary Constituency. All other DCs and ADCs Jiribam and Kangpokpi are the Assistant Returning Officers besides the Sub-Divisional Officers of all valley districts.

## 2. MAIN FUNCTIONS:

The main functions of the State Election Department are:

- (a) Preparation of Electoral Rolls of the 60 Assembly Segments of the two Parliamentary Constituencies of Manipur State;
- (b) Preparation and issue of Electors Photo Identity Cards;
- (c) Conduct of Election to the House of the People and State Legislative Assemblies as well as the Presidential and Vice-Presidential Elections;
- (d) To assist the Delimitation Commission in the Delimitation of Assembly and Parliamentary Constituencies;
- (e) Appointment of Statutory Officers like ROs, AROs, EROs, AEROs, etc; and
- (f) Any other election related works assigned by Commission from time to time.

The programmes and execution of the works are undertaken under the superintendence, direction and control of the Election Commission.

## 3. STAFF STRENGTH:

The Chief Electoral Officer, Manipur has supporting staff strength of 295 (two hundreds and ninety five )in numbers including Joint Chief Electoral Officer and Assistant Chief Electoral Officer, Manipur and 13 (thirteen) Election Officers. The sanctioned and current staffing strength are furnished below:

Sl. No.	Name of Post	Sanctioned strength	Actual Strength
1	Jt. CEO (MCS Gr.I)	1	1
2	Asstt. CEO (MCS Gr.II)	1	1
3	Asstt. CEO (Statistics)	1	1
4	Election Officer	13	12
5	Computer Programmer	1	1
6	Asstt. Computer Programmer	1	1
7	Election Supervisor	11	9
8	Computer Operator	1	1
9	Data Entry Operators	85	85
10	Head Clerk	1	1
11	Sr. Accountant	1	1
12	Draughtsman	1	1
13	UDC	13	13

14	AES	121	59
15	LDC	5	1
16	Stenographer	1	0
17	Driver	3	3
18	Daftery	1	1
19	Gr. IV	33	23
<b>Total</b>		295	214

One Election Officer each is posted at the Office of the DCs/DEOs in all districts.

#### 4. **ACHIEVEMENTS AND IMPORTANT EVENTS:**

The most important achievements and main events of the Department during the financial year 2016-17 are highlighted below:

##### **(A) ISSUE OF PVC EPIC.**

Issue of PVC EPIC to the voters for the year 2016-17 has been started since January, 2017.

##### **(B) CONDUCT OF SPECIAL SUMMARY REVISION OF PHOTO ELECTORAL ROLL- 2016 W.R.T. 01.01.2017 AS QUALIFYING DATE:**

The scheduled programme of Special Summary Revision w.r.t. 01.01.2016 as the qualifying date is shown below:

Sl.No.	Stage of Revision	Period allowed for each Stage
1	Draft Publication of Electoral Rolls	07.09.2016 (Wednesday)
2	Period of Filling of Claims and Objections	07.09.2016 to 07.10.2016 (Friday)
3	Reading of Relevant Part/Section of Photo Electoral Rolls in Gram Sabha/Local Bodies and RWA meetings etc and verification of names	10.09.2016 (Saturday) And 24.09.2016 (Saturday)
4	Special Campaign dates with Booth Level agents of Political Parties for receiving Claims and Objections	11.09.2016(Sunday) And 25.09.2016 (Sunday)
5	Disposal of Claims and Objections	By 04.11.2016(Friday)
6	Updating the database, merging of photographs, updating the control tables and preparation and printing of supplementary list	By 11.11.2016 (Friday)
7	Final Publication of Electoral Rolls	12.01.2017 (Thursday)

The Election Department, Manipur conducted the above Special Summary Revision of Photo Electoral Roll successfully. The total voters in Manipur as per the final Electoral Roll stood at 19, 02,562 (Nineteen lakhs two thousands five hundred

and sixty two). 75,600 (seventy five thousands six hundreds) voters were newly registered electors in the recently published Electoral Roll-2017.

**(D) NATIONAL VOTER'S DAY:**

The 7<sup>th</sup> National Voters' Day was celebrated on 25<sup>th</sup> January, 2017 across the State at State, District, Sub-Divisional and Polling Station/Booth level with full galore and enthusiasm with the theme of "Empowering Young and Future Voters". The State level function was observed at City Convention Hall, Imphal, which was graced by **Shri O. Nabakishore Singh, IAS, Chief Secretary, Govt. of Manipur** and **Sh.L.M Khaute, IPS, Director General of Police, Manipur** as the Chief Guest and Guest of Honour, respectively.

During the function, the Chief Secretary launches Mobile Application "e-Manipur Election".

**(E) GENERAL ELECTION TO 11<sup>th</sup> MANIPUR STATE LEGISLATIVE ASSEMBLY, 2017**

The Election Commission of India vide its Press Note No.ECI/PN/1/2017 dated 4<sup>th</sup> January 2017 announced a 2 (two) phases polling scheduled for the 11<sup>th</sup> Manipur State Assembly 2017. The poll schedule is as under:-

Sl. No.	Poll Event	1 <sup>st</sup> Phase (38 ACs)	2 <sup>nd</sup> Phase (22 ACs)
1.	Issue of notification	07.02.2017 (Tue)	09.02.2017 (Thu)
2.	Last date for making of nomination	14.02.2017 (Tue)	16.02.2017 (Thu)
3.	Scrutiny of nominations	16.02.2017 (Thu)	17.02.2017 (Fri)
4.	Last date of withdrawal of candidature	18.02.2017 (Sat)	20.02.2017 (Mon)
5.	Date of poll	04.03.2017 (Sat)	08.03.2017 (Wed)
6.	Counting of votes	11.03.2017 (Sat)	11.03.2017 (Sat)
7.	Date before which election process shall be completed	15.03.2017 (Wed)	15.03.2017 (Wed)
8.	Re-poll	8 ACs 09.03.2017	8 ACs 10.03.2017

**(F) GENERAL ELECTION TO 11<sup>th</sup> MANIPUR STATE LEGISLATIVE ASSEMBLY, 2017, HIGHLIGHTS**

Sl.No.	Item	60 Assembly Constituencies , Phase I - 38 ACs & Phase II - 22 ACs	
1.	Total number of candidates	<u>Phase I</u> 168	<u>Phase II</u> 98
2.	Total number of female candidates	<u>Phase I</u> 7	<u>Phase II</u> 4
3.	No.& Name of the Assembly Constituencies with maximum number of candidates.	46 AC Saikul (ST) 11 Candidates	
4.	No.& Name of the assembly constituencies with minimum number of candidates/ straight contest.	16-Sekmai, 23- Mayang Imphal,24 – Nambol, 39- Sugnu, 38- Hiyanglam	
5.	Largest Assembly Constituency Area Wise	43 –Phungyar (ST)	
6.	Largest Assembly Constituencies Electorate Wise	48 – Mao (ST)	
7.	Smallest Assembly Constituencies Electorate Wise	55 – Tipaimukh (ST)	
8.	Polling Station	2794	
9.	Voter Turnout	86.4%	

**(G) CASH SEIZURES, ACTION AGAINST DRUGS, LIQOURS AND PSYCHOTROPIC SUBSTANCES**

- Cash seizure - Rs. 2,25,28,200
- Seizure of liquors/IMFL - 62,693.42 litres
- Approx. value - Rs. 74,05,820.5
- Drugs seized approx. value - Rs. 2,58,93,875
  - Heroin - 521 gm
  - N10 Capsule - 25953 Capsules
  - SP Capsules - 1,60,115 Capsules + 8.630 Kg of SP Capsules
  - Ganja - 3412 Kg
  - WY Tablets - 1762 Nos
  - Opium - 9.1 Kg
  - Cough Syrup - 5 bottles
  - Morphine - 2.060 Kg
  - Zolfresh Tablets - 600 No.

**(H) TRAINING**

Extensive training was imparted through various training modules on subjects such as the Electoral Roll, District Election Management Planning, Vulnerability Mapping, the Modal Code of Conduct, the Media Certification & Monitoring Committee, Election Expenditure Monitoring, Nominations, Electronic Voting Machines, Voter Verifiable Audit Trail and SVEEP.

**(I) SUVIDHA**

The “Suvidha” software provided for standard Forms for applying for different permissions. This web-based application ensured transparency in giving permissions for vehicles, meetings, processions, loudspeakers and so on, and the quick disposal of the applications.

- |                         |       |
|-------------------------|-------|
| a. Application received | : 619 |
| b. Application disposed | : 619 |

**(K) SAMADHAN**

The number of complaints received as disposed through ‘Samadhan’ app, developed to facilitate the filing of complaints and tracking their disposal, were:

- |                        |       |
|------------------------|-------|
| a. Complaints received | : 783 |
| b. Complaints disposed | : 783 |

**(L) GPS TRACKING OF THE VEHICLES USED BY FLYING SQUADS**

GPS was used to track the movement of vehicles used by the Flying Squads at the District level to make the system more effective.

**(M) RANDOMIZATION OF PERSONNEL DRAFTED FOR ELECTION DUTY**

All poll personnel drafted for election duty, including Police personnel and EVMs, were randomized to comply with the Election Commission of India’s instructions to ensure the neutrality of poll personnel and transparency in the use of EVMs.

**(N) SEARCH FACILITY FOR VOTERS**

In order to help electors to locate their names in the Electoral Roll, the Voter’s Search Facility was provided on the CEO’s website and an Android app ‘e-Manipur Election’ was made available for the search on the mobile phone.

**(O) LAW & ORDER AND SECURITY**

Manipur is a sensitive State as a number of S.o.O cadres continue to be active here. The state was also sensitive on ethnic, linguistic and communal issues. In view of the early onset of the monsoons in Manipur, the elections were to be completed before 16<sup>th</sup> March, 2017 in two phases.

**(P) FORCE AVAILABILITY**

To meet the challenges the Forces made available were:

✓ Total CAPFs/SAPs provided by MHA	- 250 Coy
✓ Out of which already deployed	
➤ in the State for L/O duty	- 44 Coy
✓ Phase-I Deployment	
➤ Polling Stations	- 219 Coy
➤ Security for EVM/DEO office	- 11 Coy
➤ Advance Poll duty to Phase-II	- 15 Coy
➤ Re-poll Reserve	- 05 Coy
✓ Phase-II Deployment	
➤ Polling Stations	- 234 Coy
➤ EVM security (already deployed)	- 11 Coy
➤ Re-poll Reserve	- 05 Coy

**(Q) ELECTION MATERIALS**

To avoid last-minute rush, the process of the procurement of materials was started in November 2016. The following materials were supplied from the State HQ:

- i) EVM power pack from Bharat Electronics Limited, Bengaluru;
- ii) Arrow Cross Mark Rubber Stamp from Ideal Cottage Industries, Jaipur;
- iii) Green Paper Seal, Pink Paper Seal for both BUs and CUs from India Security Press, Nashik;
- iv) Indelible Ink from Mysore Paints & Varnish Ltd. Mysore;
- v) Special Tag, brass metal seal, voting compartment, and all handbooks and manuals.

All these materials, except the indelible ink, were procured and distributed to DEOs by January 2016. The indelible ink was distributed in the month of February 2017. The remaining election materials were procured by the DEOs as per the requirement of each District.

**(R) MEDIA**

Media Certification & Monitoring Committee teams were headed by the CEO in the State HQ and the DEO concerned in each District respectively. There was one media cell in the CEO's office and each DEO's office, The cell was headed by an Additional CEO in the CEO's office and by one State Civil Service Officer at each DEO's office. All the assisting officers and staff were from DIPR, Assam, in the State HQ and from the DIPRO/SDIPRO office in the Districts.

Media centers with dedicated phone numbers were set up at the CEO's and each DEO's office. Monitoring of election-related news both in co-ordination with media houses, and the preparation and distribution of media passes were the prime responsibilities assigned to this cell. The necessary IT infrastructure and manpower were provided to the cell at election-related news, discussions, comments and advertisements. All the leading national and local newspapers were made available daily to this cell.

A Whatsapp group was constituted with officers in the media cell and reporters/journalists for quick dissemination of information, with proved to be quite successful. A detailed plan was drawn up for quick and smooth flow of information. The mobile numbers of all Zonal and Sector Magistrates, ROs and AROs of the State were incorporated in the plan.

**(F) ELECTORAL ROLL MANAGEMENT SYSTEM (ERMS):**

ERMS was launched in 2011 to enable the public to submit claims for inclusion, deletion, correction, transposition and tract the status of the claims during Pre-revision and Revision period. All accepted and rejected forms after disposal by the concerned EROs during the Summary Revision of Electoral Roll-2017 were uploaded on the official website of CEO's office, Manipur.

**(F) PUBLIC GRIEVANCE REDRESSAL SYSTEM (PGR):**

Call Centre with dedicated telephone line of a toll free number- 1950 was opened in CEO's office and 11 (eleven) Public Grievance Cells were opened in the Districts to receive complaints lodged by the public regarding Roll Revision and election related matters.

Year	EP Ratio	Gender Ratio	Percentage of electors in 18-19 yrs in E/Roll	PER	EPIC	Bogus/ Duplicate electors detected
2010	59	1054	0.61	79.54	79.54	72761
2011	60	1052	0.46	91.27	91.27	2002
2012	62.77	1045	1.14	97.03	97.03	16550
2013	62	1029	2.74	100	100	5208
2014	60.19	1039	2.31	100	100	13605
2015	61	1042	1.29	100	100	6924
2016	61.65	1039	0.98	100	97.4	3219
2017	57.3	1046	1.68	100	94	3924

**(G) SYSTEMATIC VOTERS' EDUCATION AND ELECTORAL PARTICIPATION (SVEEP) CAMPAIGN:**

SVEEP activities were started early from the time of the revision of the Electoral Roll, i.e. from October 2016, aimed at maximum enrolment and participation by displaying outdoor hoarding, posters, flexes and banners; organising art, quiz, drawing and essay competition; holding of awareness meetings, lectures and so on; celebration of special events with the State Icons; organisation of special camp; bikes and cycle rallies and street plays.

Other creative exercises were undertaken in the run-up to polling in order to increase voter participation:

- ✓ Bulk SMS for awareness and participation on different dates.
- ✓ Election posters, stickers etc.
- ✓ Democracy wall, signature campaigns, pledges.
- ✓ Social media campaigns.
- ✓ Facilitation of elderly voters; Person with Disability.
- ✓ Edutainment materials in local languages.
- ✓ Catchy jingles.