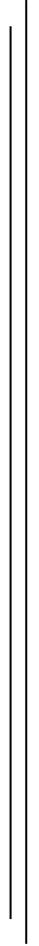


**ANNUAL
ADMINISTRATIVE REPORT**

2025-2026



ELECTION DEPARTMENT: MANIPUR

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1. INTRODUCTION:

- 1.1 The Election Department is a single cadre non-plan department with a total sanctioned strength of 285 and of 23 various categories with Chief Electoral Officer, Manipur as Head of the Department. Joint Chief Electoral Officer, Manipur is the Head of Office and Drawing & Disbursing Officer (DDO). During the year under report, the post of Chief Electoral Officer & Commissioner (Election) was manned by Dr. Shailesh Kumar Chourasia, IAS since 7th August, 2025.
- 1.2 There are 16 (sixteen) branch offices where the election staffs and officers are attached/posted. The offices are the Offices of the Deputy Commissioners (DCs) of 16 (sixteen) Districts viz. Imphal West, Imphal East, Bishnupur, Thoubal, Kakching, Chandel, Tengnoupal, Ukhrul, Kamjong, Senapati, Kangpokpi, Tamenglong, Noney, Churachandpur, Pherzawl, and Jiribam
- 1.3 The Chief Electoral Officer, Manipur 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 Election 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 In both valley and hill Districts, the Deputy Commissioners function as District Election Officers. In Valley districts, there are 40 Electoral Registration Officers and in hill district there are 20 Electoral Registration Officers. The EROs are

directly responsible for correct and complete E/Rolls of Assembly Constituency within their jurisdiction.

- 1.5 For conduct of elections, in valley districts, there are 23 Returning Officers and in hill districts there are 14 Returning Officers for conduct of Assembly Elections. However, for Parliamentary Elections to Lok Sabha, DC Imphal West is the Returning Officer for No.1 - Inner Manipur Parliamentary Constituency and DC - Thoubal is the Returning Officer for No.2 - Outer Manipur (ST) Parliamentary Constituency. All other DCs function as District Election Officers. The Returning Officers are directly responsible for conduct of elections within their jurisdiction.

2. **MAIN FUNCTIONS:**

The main functions are:

- (a) Preparation of Electoral Rolls of the 60 Assembly Constituency for Assembly Elections and 60 Assembly Segments of the 2 (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 Election;
- (d) To assist the Delimitation Commission in the Delimitation of Assembly and Parliamentary Constituencies;
- (e) Appointment of Statutory Officers like DEOs, ROs, AROs, EROs, AEROs etc.; and
- (f) Any other election-related works assigned by Commission from time to time.

The programs 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 a supporting staff strength of 285 (Two Hundred and Eighty-five) in numbers including Joint Chief Electoral Officer; Joint Chief Electoral Officer (II), and Assistant Chief Electoral Officer, Manipur and 13 (Thirteen) Election Officers. The sanctioned and current staffing strengths are furnished below:

Sl. No.	Name of Post	Sanctioned strength	Actual Strength
1.	Joint CEO (MCS Grade I)	1	1
2.	Joint CEO (II) (MCS Grade I)	1	1
3.	Assistant CEO (MCS Grade II)	1	1
4.	Database Administrator	1	1
5.	Election Officer	13	7
6.	Computer Programmer	3	1
7.	Finance Officer	1	1
8.	Assistant Computer Programmer	16	16
9.	Election Supervisor	11	6
10.	Computer Operator	86	84
11.	Head Clerk	1	1
12.	Sr. Accountant	1	1
13.	Draughtsman	1	0
14.	UDC	13	4
15.	AES	78	25
16.	LDC	18	8
17.	Stenographer	1	0
18.	Driver	3	3
19.	Daftry	1	0
20.	Peon	31	16
21.	Chowkidar	1	1
22.	Sweeper-cum-mali	1	1
Total		285	179

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 2025-2026 are highlighted below:

(A) Annual Summary Revision: - The Annual Summary Revision is conducted with reference to 1st January of the succeeding year as qualifying date, along with seeking advance application for three subsequent qualifying dates *i.e* on 1st April, 1st July, 1st October of the year.

❖ 32,322 (thirty-two thousand three hundred and twenty-two) 1st time were enrolled as 1st time voters till date.

(B) Mainstreaming of Electoral Literacy: - As instructed by the Election Commission of India towards mainstreaming of Electoral Literacy in educational institutions and government departments, the following ELCs, VAFs and CPs have been constituted: -

i. Electoral Literacy Clubs (ELCs): ELCs shall be the seat of learning through hands-on experience and are envisaged to serve as a vibrant hub of Electoral Literacy direct interaction in education and other institutions in the country for strengthening the culture of electoral participation among young and future voters.

ii. Voter Awareness Forums (VAF): It shall operate in Government Department, Government and Non-government Organizations and Institutions, Corporates and other Institutions. The membership of such forum will be open to all employees of the concerned office.

The activities of the VAF will be of 2(two) categories.

- a. Continuous Voter Education for sustaining electoral culture.
- b. Election Centric voter Awareness activities.

iii. Chunav Pathshala: It is a booth centric strategy for population not covered under the formal education system. The venue of the Chunav Pathshala shall be Polling Station in the Last Lok Sabha or the Assembly Election or any other venue identified by the BLO.

(C) National Grievances Service: -

Call Centre with a dedicated telephone line of a toll-free number - 1950 was opened in CEO's office and 16 (sixteen) National Grievances Cells were opened in the districts to receive complaints lodged by the public regarding Roll Revision and election-related matters.

(D) NATIONAL VOTER'S DAY:

The 16th National Voters' Day was celebrated on 25th January 2026 across the country at State, District, Sub-Divisional, and Polling Station/Booth level with full galore and enthusiasm with the theme of "My India, My Vote – Indian Citizen at the Heart of Indian Democracy". The State Level Function was observed at the multipurpose hall of the CEO Manipur at Lamphelpat which was graced by Shri Vivek Kumar Dewangan, IAS, Additional Chief Secretary, Government of Manipur and Shri Rajeev Kumar, IPS, Director General of Police, Manipur as the Chief guest and Guest of Honour, respectively. During the programme, first time voters were facilitated as a mark of honour for their continued participation in the electoral process. A photo exhibition was also organised to showcase the best photographs covering all aspects of Election Management, Voter's Education, Ethical Participation, Electoral Roll Management and past elections.
