

PROCEEDINGS OF THE SECOND MEETING HELD BY CEO, MANIPUR WITH DCs, SsP, ADCs AND SDOs ON 7TH MARCH, 2009 AT 10.00 A.M. AT MAIN CONFERENCE HALL OF OLD SECRETARIAT, IMPHAL IN CONNECTION WITH THE ENSUING 15TH LOK SABHA ELECTIONS-2009:

List of participants is at ANNEXURE-I.

At the outset, CEO, Manipur welcomed all Officers present and informed that the Election Commission of India has announced a five phases polling schedule for the 15th Lok Sabha Elections, 2009 on 2nd March, 2009. The poll in respect of Manipur State shall be conducted in **two phases** on **16th April, 2009** [for No.2-Outer Manipur (ST) Parliamentary Constituency] and **22nd April, 2009** (for No.1-Inner Manipur Parliamentary Constituency) respectively. The schedule of election in respect of Manipur State is as follows:

Sl.No.	POLL DAY	1(16 th April, 2009) for No.2-Outer Manipur (ST) P.C.	2 (22 nd April, 2009) for No.1-Inner Manipur P.C.
	Event in election process	Dates	Dates
1.	Announcement and issue of Press Note	2 nd March, 2009 (Monday)	2 nd March, 2009 (Monday)
2.	Issue of Notification.	23 rd March, 2009(Monday)	28 th March, 2009 (Saturday)
3.	Last date for filing Nominations	30 th March, 2009 (Monday)	4 th April, 2009 (Saturday)
4.	Scrutiny of Nominations	31 st March, 2009 (Tuesday)	6 th April, 2009 (Monday)
5.	Last date for withdrawal of Candidature	2 nd April, 2009 (Thursday)	8 th April, 2009 (Wednesday)
6.	Date of Poll	16th April, 2009 (Thursday)	22nd April, 2009 (Wednesday)
7.	Date of Counting	16 th May, 2009 (Saturday)	16 th May, 2009 (Saturday)
8.	Date before which the election shall be completed	28 th May, 2009 (Thursday)	28 th May, 2009 (Thursday)

Enforcement of Model Code of Conduct:

CEO informed that with the announcement of Election Schedule by the Election Commission, the provision of the Model Code of Conduct for guidance of the Political Parties and Candidates have come into effect **with immediate effect w.e.f. 2nd March, 2009** and will be in force till the completion of the General Elections and shall be applicable to all candidates, political parties, the State and Union Government. The Model Code of Conduct covers the general conduct of the Political Parties & Candidates, manner of holding meetings, processions, conduct on the polling day, and in the polling booth, and the conduct of the party in power. The details of the Code of Conduct and the list of “**DOs**” and “**DON'Ts**” are available on the websites of the Election Commission of India and the Chief Electoral Officer, Manipur at www.eci.gov.in and ceomanipur.nic.in respectively. A copy each of the Model Code of Conduct and DOs and DONTs was circulated at the meeting for general information and strict observance.

CEO requested all DCs, SsP, ADCs and SDOs to ensure that the provisions of Model Code of Conduct (MCC) are enforced strictly in their respective districts. District Level Standing Committees should be formed immediately for effective enforcement of MCC. A complaint monitoring system should be placed in operation and a register be maintained properly for all complaints lodged in this regard.

(Action: All DCs, SsP, ADCs & SDOs)

State Election Control Room:

CEO informed that a State Level Election Control Room has already been set up at Room No. **183**, Old Secretariat, South Block, Imphal. The Contact numbers of the Election Control Room are **0385-2406002**, **0385-2406003** and **0385-2406004 (Fax)**. The Election Control Room shall be manned by the following Officers:

- 1) Shri N. Shatrajit Singh, MPS, Dy. CO, 2 nd Bn. M.R.
- 2) Shri P. Premjit Singh, MFS,
- 3) Shri S. Somorendro Singh, MFS.

He reminded the DCs and SsP to set up similar Control Rooms at the District Headquarters immediately if the same are not set up till date.

(Action: All DCs, SsP, ADCs)

Photo Electoral Rolls, 2009:

CEO informed that the final Photo Electoral Rolls published on 10th Jan, 2009 (revised w.r.t. 01-01-2009 as the qualifying date) plus the continuous updated Rolls shall be used for the forthcoming 15th Lok Sabha Elections-2009. He directed all DCs and SDOs present to submit all burned CDs containing images of captured images of electors (if any, after final publication) to CEO's office immediately so as to enable to incorporate in the continuous updated Rolls.

(Action: Jt. CEO, All DCs, ADCs/KPI & JBM & SDOs)

New RO for No.2-Outer Manipur (ST) Parliamentary Constituency:

CEO recalled the kind attention of all Officers present that as per the standing guidelines of the Commission, DC/DEO, Thoubal has recently been appointed as R.O. for No.2-Outer Manipur (ST) P.C. DC/DEO, Imphal West shall continue to be the R.O. for No.1-Inner Manipur P.C. The list of ROs and AROs for both the P.C.s was shared with all officers present.

Polling Stations:

CEO recalled that the total number of polling stations in the State is **2193**. Out of this, **970** Nos. of polling stations are within No.1-Inner Manipur Parliamentary Constituency and the rest **1223** Nos. of polling stations are within No.2-Outer Manipur Parliamentary Constituency (ST). He stated that physical verification report of the polling stations conducted by the DCs/SDOs revealed that there are quite a good number of polling stations which require urgent repairing. He advised the officers to do the necessary minor repairing of these identified polling stations out of contingent money released by CEO's office. The list of Hypersensitive, Sensitive and Normal Polling Stations identified by the DCs in consultation with the SsP has also been received and the same after compilation shall be shared with DGP and all concerned.

CEO also advised the DCs/DEOs to call an urgent meeting with representatives of political parties functioning in the district for any inevitable change in the location of polling stations resulting due to dilapidated building condition, demolition of school building etc due to road expansion, floods, natural calamities etc. The change in the location of polling station requires approval of ECI. However, the DCs/DEOs are competent to issue notification for any change in the nomenclature of the polling station building. Only he is to inform the ECI and CEO.

(Action: All DCs, SsP, ADCs/KPI & JBM & SDOs)

Uniform software for polling personnel data:

CEO recalled that a training programme of DIOs and DIAs on use of uniform software for polling personnel randomization had already been conducted at CEO's office on 4th March, 2009 at CEO's office at Lamphelpat. Necessary CDs along with hard copies were distributed during the training. However, some of the DCs pointed out that the software provided by CEO's office has some problems. CEO advised the DIO, Tamenglong present in the meeting to submit the software prepared by them to CEO's office immediately so that the same can be sorted out with the technical wing of CEO's office. He advised the DCs to complete compilation/updation of polling personnel database immediately so that they can start training programme in time.

(Action: Jt. CEO, All DCs, ADCs/KPI & JBM & SDOs)

Requirement of vehicles and requisition powers:

CEO informed that necessary Orders conferring powers to all DCs, Director Transport, ADC/Kangpokpi, ADC/Jiribam etc regarding requisition of vehicles have been issued by the State Government and the same was distributed at the meeting. He stated that every effort should be made to utilize the maximum number of Government/Departmental vehicles available in the district. The actual requirement of vehicles should be worked by the DCs in consultation with SsP and the same should be furnished to CEO's office immediately.

(Action: Jt.CEO, DCs & SsP, ADCs/KPI & JBM & SDOs)

District Communication Plan:

CEO informed that he had already held a meeting with the Director (Wireless), DGM, BSNL, Manipur and other service providers such as Airtel, Aircel, Reliance and Vodaphone on 28th Feb, 2009 and assessed the network status currently available in the State. The communication shadow areas are also required to be identified. A copy of the report furnished by BSNL, Airtel and Aircel was circulated at the meeting so as to enable the DCs and SsP to prepare an effective Communication Plan in the district. Director (Police Wireless) was requested to prepare a detailed communication plan for the whole State.

While preparing the communication plan, the details of communication facilities available in the districts such as landlines, mobile phones, wireless connectivity etc along with details of

shadow areas should be mentioned clearly. Appropriate district maps showing the approach roads to the polling stations should be prepared to the extent possible. DCs and SsP should consult the concerned officials of BSNL posted in their districts and status of BSNL connectivity should be established. Other service providers functioning in the district should also be consulted. Some SsP have pointed out that most of the telephone lines of PSs are not working due to non-payment of Bills. Necessary steps should be taken to clear the bills and make these telephone lines operational at the earliest. DGM, BSNL, Manipur was requested to look into the matter on priority.

(Action: DGP, Dir (Wireless), Jt.CEO, all DCs & SsP, ADCs/KPI & JBM & SDOs)

Electronic Voting Machines (EVMs):

CEO stated that as per latest instruction of ECI, the number of reserved EVMs to be kept at the disposal of DCs/DEOs shall be **15%** over the number of polling stations in the districts for new version of EVMs i.e. 2006-2009 model. The excess EVMs, if any and not returned to CEO's office should be returned to CEO's office immediately. Regarding, First Level Checking of EVMs by 6(six) BEL Engineers, the checking has been completed in respect of Imphal West, Imphal East, Thoubal, Bishnupur, Chandel, Churachandpur, Tamenglong districts and Jiribam HQ. The Engineers have already gone to Senapati district for further checking.

(Action: all DCs, ADCs/KPI & JBM & SDOs)

Dedicated Room at DC/ADC's office for training on use of EVMs:

CEO re-iterated once again that one separate dedicated room shall be set up at the offices of the DCs/ADCs/SDOs to train general public, contesting candidates, election agents, media etc. on the use of EVMs. General public should be informed in time to take full advantage of this facility.

(Action: all DCs, ADCs/KPI & JBM & SDOs)

Airlifting of EVMs by Helicopters:

CEO recalled that during last SAE-2007, as many as **133** EVMs were airlifted from **21** helipads located in Chandel, Tamenglong and Churachandpur Districts and Jiribam Sub-division of Imphal East district. As directed before, some DCs and SsP have since identified the list of polling stations requiring airlifting of EVMs and submitted the information to CEO's office. CEO reminded the defaulting DCs to submit the information immediately.

(Action: All DCs & SsP, ADCs/KPI & JBM & SDOs)

Training of Officials:

CEO advised the DCs to prepare a detailed plan for training of officials on use of EVMs and statutory items. The training should be in 2(two) parts, one for EVM and the other on statutory and non-statutory items. The size of the training batches should be small to ensure better interaction. He emphasized that the 3rd Polling Officer should also be trained properly on use of EVM besides the Presiding Officer and First Polling Officer.

A State Level Training Programme on use of EVMs and other Statutory and Non-Statutory items has been fixed on 16th March, 2009 at CEO's office at Lamphelpat (all hill districts in the first half and the rest in the second half). Each DC should send 10 officials including the identified Master Trainers, Engineers besides ROs/AROs for the training.

(Action: Jt.CEO, all DCs, ADCs/KPI & JBM & SDOs)

Videography and use of Digital Camera:

CEO informed that as done in the past elections, Videocams and digital cameras shall be used for coverage of all critical events during the election process and polling at sensitive/hypersensitive polling stations on the poll day. As per instruction of ECI, copy of the un-edited CDs/Cassette of videography coverage of critical events should be handed over to the Observer on the same evening of the day. The whole scrutiny process is to be videographed as per latest instruction of ECI. He informed further that Videocams shall be supplied to all DCs and ADCs, Kangpokpi and Jiribam.

(Action: Jt.CEO, all DCs, ADCs/KPI & JBM & SDOs)

Observers:

CEO informed that briefing session for the Observers are fixed by the Election Commission on 15th and 16th March, 2009. The Observers may arrive any time before the scrutiny of nomination papers. As per latest instruction of ECI, Micro-observers shall also be appointed this time to assist the Observers. Four to Five Micro-Observers may be appointed per Observer. CEO directed the DCs to identify the list of District Level Officers for appointment of

Micro-Observers out of NSS, NCC Senior Cadets etc if the Central Govt. Officers are not available.

(Action: All DCs, ADCs/KPI & JBM)

Counting Centres:

CEO informed that proposal for setting up of counting centres has been received from all other Deputy Commissioners/DEOs during the meeting. Now, the Election Commission shall be requested for its formal approval and the same shall be conveyed accordingly in due course.

(Action: Jt.CEO, all DCs, ADCs/KPI & JBM & SDOs)

Use of e-mail facilities:

For quick transmission of information between the office of CEO and other offices during the entire run up to the election process, CEO advised all officers present to make use of e-mail facilities. The e-mail ID of CEO and Joint CEO are: (1) *ceo_manipur@eci.gov.in* & *shambhuin@yahoo.com* and (2) *jtceo_manipur@eci.gov.in* & *trsingh13@yahoo.co.in* respectively. All officers are requested to send a test e-mail to the above mentioned e-mail IDs immediately without fail.

(Action: All DCs & SsP, ADCs/KPI & JBM & SDOs)

Requirement of funds:

Copies of sanction orders for conduct of the Elections were distributed during the meeting. CEO advised the DCs to utilize the funds judiciously. The fund earmarked for a particular purpose should not be diverted. Funds earmarked for payment of advance hiring charge of vehicles should not be diverted/utilized for any other purpose without specific approval of CEO.

(Action: All DCs, ADCs/KPI & JBM)

Conclusion :

Concluding the discussions, CEO, Manipur requested all the DCs, SsP, ADCs and SDOs to co-ordinate with the CEO's Office and ensure a free and fair election in the State. The officers are directly responsible and answerable to the Election Commission of India and hence they are to be guided exclusively by the directions and guidelines of ECI and not by any other consideration. CEO, Manipur thanked all the Officers present and requested them for their full co-operation. Lastly, he made an appeal to all officers to ensure that they attend personally every meeting called by CEO.

(Shambhu Singh)
Chief Electoral Officer,
Manipur

Memo No.4/Elec-1/LS-2009:

Imphal, the 9th March, 2009.

Copy to :-

1. Secretary to Hon'ble Chief Minister, Manipur.
2. Chief Secretary, Govt. of Manipur.
3. Director General of Police, Manipur.
4. Addl. Chief Secretary (Home), Govt. of Manipur.
5. Principal Secretary (Finance), Govt. of Manipur.
6. Commissioner (Election), Govt. of Manipur.
7. IGP (OPS), PHQ, Manipur.
8. IGP(Admn), PHQ, Manipur.
9. Director (Transport), Manipur.
10. Director (Police Wireless), Manipur.
11. DGM, BSNL, Manipur.
12. Shri R.K. Srivastava, Secretary, Election Commission of India, Nirvachan Sadan, Ashoka Road, New Delhi-110001.
13. Deputy Commissioners/DEOs, Imphal West, Imphal East, Thoubal, Bishnupur, Senapati, Ukhrul, Chandel, Churachandpur & Tamenglong.
14. Superintendents of Police, Imphal West, Imphal East, Thoubal, Bishnupur, Senapati, Ukhrul, Chandel, Churachandpur & Tamenglong.
15. Addl. Deputy Commissioners, Jiribam, Kangpokpi & Moreh.
16. SDOs/AROs, Lamphel, Wangoi, Lamsang, Patsoi, Porompat, Sawombung, Keirao Bitra, Nambol, Bishnupur, Moirang, Thoubal, Lilong & Kakching.

(T.Ranjit Singh)
Joint Chief Electoral Officer,
Manipur

List of participants: -

1. Shri A. Ibocha Singh, DC/DEO/RO, Imphal West.
2. Shri Norbert Disinang, Director (Transport), Manipur
3. Shri Kh. Panmei, DC/DEO/ARO, Bishnupur.
4. Shri R.K. Dinesh Singh, DC/DEO/RO, Thoubal.
5. Shri M. Lakshmikumar Singh, DC/DEO/ARO, Imphal East.
6. Shri Sumant Singh, DC/DEO/ARO, Churachandpur.
7. Ms. Nidhi Kesharwani, DC/DEO/ARO, Senapati.
8. Shri N. Ashok Kumar, DC/DEO/ARO, Ukhrul.
9. Shri Devesh Deval, DC/DEO/ARO, Chandel.
10. Ms. Jacintha Lazarus, DC/DEO/ARO, Tamenglong.
11. Shri L. Kailun, SP/ Imphal West.
12. Shri Clay Khongsai, SP/Thoubal.
13. Shri G.B. Sharma, SP/Churachandpur.
14. Shri N.K.Ujjawal, SP/Senapati.
15. Shri K. Radhashyam Singh, SP/Chandel.
16. Shri Kh. Suresh Singh, SP/Ukhrul.
17. Shri K. Jayanta Singh, SP/Bishnupur.
18. Shri Gonglin Faumei, SP/Tamenglong.
19. Shri M. Rachandra Singh, Director (Police Wireless), Manipur.
20. Shri Sh. Dwijamani Singh, Joint Director (Police Wireless), Manipur.
21. Shri J. Lunkim, DGM, BSNL, Manipur.
22. Mrs. Jacinta Kamei, AD(USO), BSNL, Manipur.
23. Shri C. Arthur W., SDO/ARO, Tamenglong.
24. Shri Pradeep K. Jha, SDO/Tadubi.
25. Shri R.H. Gonmei, ADC/ARO, Tamenglong.
26. Shri Y. Iboyaima Singh, ADC/ADM/ARO, Jiribam.
27. Shri K. Thangsang, ADC/ARO, Kangpokpi.
28. Shri L. Nandakumar Singh, SDO/ARO, Kakching.
29. Shri W. Malemnganba Chenglei, SDO/ARO, Thoubal.
30. Ms. Kimjalhei Kipgen, SDO/ARO, Lilong.
31. Shri Joseph Pauline, SDO/ARO, Wangoi.
32. Smt. Mercina R. Panmei, SDO/ARO, Lamphel.
33. Dr. Rangitabali Waikhom, SDO/ARO, Lamsang.
34. Ms. Rachel N. Guite, SDO/ARO, Patsoi.
35. Smt. Anna Arambam, SDO/ARO, Moirang.
36. Smt. Mannuamching, SDO/ARO, Bishnupur.
37. Smt. Valentina Arambam, SDO/ARO, Nambol.
38. Km. Yumnam Robita, SDO/ARO, Porompat.
39. Shri Ng. Roben Singh, SDO/ARO, Keirao Bitra.
40. Shri T. Ranjit Singh, Joint CEO, Manipur.
41. Shri K. Bono Singh, EO (HQ), CEO's Office, Lamphel.
42. Shri K. Moses, EO (HQ), CEO's Office, Lamphel.
43. Shri G. Budhachandra Sharma, AC to DC, Election Officer of DC/DEO's office, Imphal East.
44. Shri S. Sambhunath Singh, Election Officer of DC/DEO's office, Chandel.
45. Shri A.C.Kanmi, Election Officer of DC/DEO's office, Thoubal.
46. Shri N. Angangjao Singh, Election Officer of DC/DEO's office, Imphal West.
47. Shri P.P. Ronald, SDC & Election Officer of DC/DEO's office, Senapati.
48. Shri Kh. Bhogendra Kumar, DIO/NIC, Tamenglong.
49. Shri K. Kumudkanta, ES, ADC's office, Kangpokpi.
50. Shri A.S. Innocent, Election Supervisor, DC/DEO's office, Ukhrul.
51. Shri P. Amuyaima Singh, Election Supervisor, SDO's office, Wangoi.
52. Shri M. Birendra Singh, ERC, CEO's office, Manipur.
53. Shri K. Biragopal Singh, ERC, CEO's office, Manipur.