

**ANNUAL
ADMINISTRATIVE REPORT**

2015-2016

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 210 posts of 20 various categories with Chief Electoral Officer, Manipur as the Head of the Department. Joint Chief Electoral Officer, Manipur is the Head of Office. Shri O.Nabakishore Singh, IAS, Shri N. Praveen Singh, MCS and Shri N. Angangjao Singh, MCS are the Chief Electoral Officer, Manipur, the Joint Chief Electoral Officer, Manipur and the Assistant Chief Electoral Officer, Manipur respectively.
- 1.2 There are 24 branch offices where 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, the officers and employees of this office are posted.
- 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 amongst Senior Administrative 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 20 (twenty) 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 54 (fifty four) 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, by a Notification No. dated 20.01.2009, 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 the 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 210 (two hundred ten) 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	Assistant CEO (MCS Gr.II)	1	1
3	Election Officer	13	10
4	Statistical Officer	1	1
5	Computer Programmer	1	1
6	Assistant Computer Programmer	1	1
7	Election Supervisor	11	9
8	Computer Operator	1	1
9	Head Clerk	1	1
10	Sr. Accountant	1	1
11	Draughtsman	1	1
12	UDC	13	11
13	AES	121	59
14	LDC	5	4
15	Stenographer	1	0
16	Driver	3	3
17	Daftery	1	1
18	Gr. IV	33	23
Total		210	129

4. ACHIEVEMENTS AND IMPORTANT EVENTS:

The most important achievements and main events of the Department during the financial year 2015-16 are highlighted below:

(A) ISSUE OF PVC EPIC. The issue of PVC EPIC for the year 2015-16 has been started since 6th January, 2015

(B) CONDUCT OF BYE- ELECTIONS TO THE MANIPUR LEGISLATIVE ASSEMBLY FROM 5-THONGJU AND 9-THANGMEIBAND ASSEMBLY CONSTITUENCIES, 2015.

Bye-Elections from 5-Thongju and 9-Thangmeiband Assembly Constituencies (ACs) was successfully conducted with date of poll 21.11.2015 and the results were announced on 24.11.2015 declaring Shri Th. Biswajit Singh and Kh. Joykishan Singh, both sponsored by Bharatiya Janata Party as elected from 5-Thongju and 9-Thangmeiband ACs respectively. A high voter turnout was observed at 92.61% and 85.39% from 5-Thongju and 9-Thangmeiband ACs respectively.

(C) CONDUCT OF SPECIAL SUMMARY REVISION OF PHOTO ELECTORAL ROLL- 2015 W.R.T. 01.01.2016 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	01-10-2015 (Thursday)
2	Period of Filling of Claims and Objections	01-10-2015 (Thursday) to 30-10-2015 (Friday)
3	Reading of Relevant Part/Section of Photo Electoral Rolls in Gram Sabha/Local Bodies and RWA meetings etc and verification of names	03-10-2015 (Saturday) and 17-10-2015 (Saturday)
4	Special Campaign dates with Booth Level agents of Political Parties for receiving Claims and Objections	11-10-2015 (Sunday) and 25-10-2015 (Sunday)
5	Disposal of Claims and Objections	By 25-11-2015 (Wednesday)
6	Updating the database, merging of photographs, updating the control tables and preparation and printing of supplementary list	By 15-12-2015 (Tuesday)
7	Final Publication of Electoral Rolls	11-01-2016 (Monday)

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 1826962 (eighteen lakhs twenty six thousand nine hundred and sixty two), which consisted of 895957 (eight lakhs ninety five thousands nine hundred and fifty seven) males and 931005 (nine lakhs thirty one thousand and five) females. 53041 (fifty thousand and forty one) voters were newly registered electors in the recently published Electoral Roll-2016.

(D) NATIONAL VOTER'S DAY:

The 6th National Voters' Day was celebrated on 25th January, 2016 across the State at State, District, Sub-Divisional and Polling Station/Booth level with full galore and enthusiasm with the theme of "Inclusive and Qualitative Electoral Participation". The State level function was observed at G.M. Hall, Imphal, which was graced by Shri O. Nabakishore Singh, IAS, Chief Secretary, Govt. of Manipur and Shri Y. Ramachandra Singh, IAS, Commissioner, State Election Commission, Manipur as the Chief Guest and Guest of Honour, respectively.

(E) ELECTORAL ROLL MANAGEMENT SYSTEM (ERMS):

ERMS was launched in 2011 to enable the public to submit claims for inclusion, deletion, correction, transposition and track the status of the claims during Pre-revision and Revision periods. All accepted and rejected forms after disposal by the concerned EROs during the Summary Revision of Electoral Roll-2016 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
2015	61	1042	2.06	100	100	6924
2016	61.65	1039	1.59	100	100	2909

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

SVEEP Campaigns were conducted across the State to spread the vital message of the importance of electoral participation. Apart from organising Young Voter's Festival and Special Women-Specific SVEEP campaigns in all Districts and ADCs, this Department also organised outreach/ outdoor campaigns on International women's Day, International Labour day as well as Special outreach/outdoor campaigns for the Differently Abled and the Third Gender as part of the effort to bring forth inclusive and comprehensive electoral participation.

Special attention was focussed on motivating the young eligible voters to enrol in the electoral roll. Various Partner Agencies, print and electronic media (both Pvt. And Pub), Corporate Houses and Campus Ambassadors were roped for spreading the SVEEP messages in order to produce error-free, comprehensive, inclusive and qualitative electoral roll.