

राजस्थान सरकार
निर्वाचन विभाग

क्रमांक: एफ.8(2)(19) निर्वा/2013/10393

दिनांक : 16-11-2018

प्रेषक: मुख्य निर्वाचन अधिकारी
राजस्थान जयपुर।

प्रेषित: समस्त जिला निर्वाचन अधिकारी
(कलेक्टर्स) राजस्थान।

विषय: विधानसभा आम चुनाव 2018 - आम सभाओं/रैलियों/जुलूसों, लाउडस्पीकर के उपयोग; वाहनों के उपयोग तथा गैर व्यवसायिक/अनियंत्रित हवाई अड्डों/हेलीपेड आदि के उपयोग के संबंध में प्राप्त आवेदनों का सुविधा पोर्टल एवं सिंगल विडों सिस्टम के माध्यम से त्वरित निस्तारण के संबंध में।

संदर्भ : भारत निर्वाचन आयोग का सुविधा पोर्टल एवं सिंगल विडों सिस्टम के संबंध में पत्र क्रमांक 464/INST/2014-EPS दिनांक 20.03.2014

महोदय,

उपरोक्त विषयान्तर्गत राजनैतिक दलों तथा अभ्यर्थियों को विभिन्न प्रकार की अनुमति मुख्य निर्वाचन अधिकारी/ जिला निर्वाचन अधिकारी/रिटर्निंग अधिकारी से प्राप्त करनी होती है। विभिन्न राजनैतिक दलों के प्रतिनिधियों तथा उम्मीदवारों द्वारा अवगत कराया जा रहा है कि उन्हें जिला कार्यालयों से अनुमति प्राप्त करने में कठिनाई आ रही है तथा समय अधिक लग रहा है।

इस संबंध में भारत निर्वाचन आयोग द्वारा सुविधा पोर्टल की सुविधा उपलब्ध कराई गई है जिसका लिंक मुख्य निर्वाचन अधिकारी की वेबसाइट पर उपलब्ध है। इसके अतिरिक्त भारत निर्वाचन आयोग द्वारा सन्दर्भित पत्र के द्वारा यह निर्देश भी दिये हैं कि जिला मजिस्ट्रेट/जिला निर्वाचन अधिकारी/रिटर्निंग अधिकारी के कार्यालय में "सिंगल विडों सिस्टम" स्थापित किया जावे।

उक्त निर्देशों में सभी जिला मजिस्ट्रेटों/जिला निर्वाचन अधिकारियों/रिटर्निंग अधिकारियों द्वारा "सिंगल विडों/अनुमति प्रकोष्ठ" स्थापित करने के संबंध में विभिन्न व्यवस्थाएँ करने के लिए और विभिन्न अधिकारियों के कार्यों एवं अनुमति देने के लिए निर्धारित समय बताया है तथा विभिन्न मापदण्ड भी निर्धारित किए हैं। विस्तृत निर्देशों के लिए सन्दर्भित पत्र की प्रति संलग्न है।

अतः निर्देश दिए जाते हैं कि आयोग के द्वारा निर्धारित सुविधा पोर्टल जिसका गहन प्रशिक्षण सभी संभाग स्तर एवं जिला स्तर के अधिकारियों को समय-समय पर दिया जा चुका है, का उपयोग करते हुए सिंगल विडों व्यवस्था के अन्तर्गत सन्दर्भित पत्र में बताई गई प्रक्रिया के अनुसार एवं निर्धारित मापदण्डों की पालना करते हुए, निर्धारित समयवधि में सुगमता पूर्वक राजनैतिक दलों एवं अभ्यर्थियों के आवेदनों पर अनुमति प्रदान करने की व्यवस्था सुनिश्चित करावे।

संलग्न : उपरोक्तानुसार।

भवदीया,

(डॉ० रेखा गुप्ता)

अति० मुख्य निर्वाचन अधिकारी,
राजस्थान, जयपुर।

ELECTION COMMISSION OF INDIA

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001

No. 464/INST/2014-EPS

Dated:- 20th March, 2014.

To

The Chief Electoral Officers,
of all States/UTs.

Sub: General Election to the Lok Sabha, 2014 – Instructions regarding SINGLE WINDOW SYSTEM for Public Meetings/Rallies/Processions, use of Loudspeakers and use of vehicles for election campaigning as well as use of non-commercial/remote/ uncontrolled airports/helipads.

Sir/Madam,

I am directed to refer to the subject cited above and to state that the Commission has directed that a “Single Window System” may be set up in the offices of concerned District Magistrate/District Election Officer/Returning Officer (RO) of the Parliamentary Constituencies in all the States/UTs during the election period, to grant permissions to the political parties and candidates for –

- a) usage of non-commercial/remote/uncontrolled airports/helipads;
- b) organizing public meetings/rallies/ processions, use of loudspeakers; and
- c) use of vehicles for election campaigning.

2. In view of the above, DMs/DEOs/ROs of all Parliamentary Constituencies may be directed to follow the instructions/directions during the ensuing General Election to Lok Sabha, 2014, as given below :

- 1) All DMs/DEOs/ROs (PC) shall set up and operationalize “Single Window/Permission Cell” in their offices, which will be equipped with necessary infrastructure such as, photocopier machine, scanner, computer, telephone, etc. and dedicated staff who will provide photocopies of applications received by Permission Cell Incharge, to various Nodal Officers of other departments present in the office of Returning Officer for prompt action at their end with regard to obtaining specific clearances from their respective department.

- 2) SSP/SP or equivalent level officer of different designations of the district shall designate one officer of the rank of DSP as **Permission Cell Incharge** for each R.O. Office who shall camp in the office premises of DM/RO. He/She will collect and process the applications and issue permission/decision to the applicant after obtaining necessary approval from the competent authority of State Police as well as other local authorities, land owning agencies etc. as per laws.
- 3) (a) The political party/candidate seeking permission has to apply to the Permission Cell Incharge in the office of the Returning Officer concerned at least **48 hours** before the event along with details of Expenditure Plan in the prescribed format given in **Annexure-16** of *Compendium of Instructions on Election Expenditure Monitoring (January 2014)* (copy enclosed) in accordance with the instructions of the Commission.
- (b) A political party/candidate may apply through an application for permission in respect of those events/rallies/processions etc. scheduled to be organized within **07 days** of making the application (excluding the day of application).
- (c) Separate application has to be filed for more than one event on a particular day.
- (d) In case an event/rally/procession etc. is to be held in the area covering jurisdiction of more than one District(s) for any Parliamentary Constituency, then separate applications have to be filed with the Permission Cell Incharge in the office of the concerned DM/RO.
- 4) The Permission Cell Incharge shall also keep a separate register (Log-Book) for keeping the record of applications received, their transmission to Nodal Officers of various departments and final grant of permission/decision indicating date and time of each stage.
- 5) The Traffic Police related permission shall be obtained by the Permission Cell Incharge and the applicant will not be asked to obtain the same from the Traffic Police separately.
- 6) (a) Permission Cell Incharge after obtaining necessary clearance, if any, from other department such as fire, local authorities, land owning agencies etc. will issue the permission to the political parties/candidates within 36 hours of the receipt of application.
- (b) The State Nodal Officer of Police shall send Daily Report of cases of all RO offices where any permission is pending for more than 36 hours, with reasons, in format SWS-1 (Copy annexed).

- 7) The permission shall be given to the applicant(s) on "First Come First Served" basis from the Single Window only.
- 8) A copy of permission/decision along with a copy of Expenditure Plan (Annexure-16) shall be submitted by the Permission Cell Incharge to Returning Officer immediately, who in turn will forward it within one hour to the concerned Asstt. Expenditure Observer of Assembly Constituency for making necessary arrangements for videography of the event for the purpose of enforcement of Model Code of Conduct and Election Expenditure Monitoring etc. and to the Asst. Expenditure Observer of Parliamentary Constituency for keeping the record in Folder of Evidence of concerned political party/candidate.
- 9) For usage of non-commercial/remote/uncontrolled airports/helipads by a political party/candidate, the application will have to be made to the concerned District Magistrate at least 24 hours before landing, mentioning the details of travel plan, place of landing in the district and names of passengers in the aircraft/helicopter. A separate register for keeping record of applications received and their disposal shall be maintained for the purpose. Permission Cell Incharge shall ensure that NOC of Police authorities, if required, is made available to the DM/DEO well within time.
- 10) The following officers of various departments shall be part of "Single Window System" set up at the office of DM/RO concerned, to coordinate, process and assist in obtaining issuance of No Objection Certificate (NOC)/Permission/Decision from their department as per rules of the department:-
 - (i) A Officer of the level of Executive Engineer or above of concerned Municipal Corporations, Cantonment Boards, etc. as the case may be, for use of land; building; premises, ground etc.
 - (ii) Assistant Divisional Fire Officer or equivalent of the concerned district.
 - (iii) An Officer of the level of Executive Engineer or above from Electricity Department/Board of the concerned district, for any requirement for temporary electricity connection at meeting site.
- 11) The above mentioned officers shall follow the following procedure for issuance of NOC/Permission/Decision at Single Window System:-
 - a) These officers shall camp in the office premises of DM/RO concerned.

b) They will collect photocopy of application for permission submitted by a party/candidate at Single Window System from Permission Cell Incharge who is also camping in DM/RO office.

c) They will process the applications in their respective departments on urgent basis and issue permission/NOC/decision as per departmental rules on the same day of making application on "First Come First Served" basis and deliver to the Permission Cell Incharge for issuance of further permission/decision to the applicants.

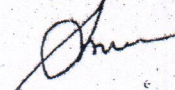
d) DM/RO shall ensure necessary sitting arrangements for these officers.

12) An officer of the rank of Assistant Director or above from Transport Department, shall camp in the CEO's Office (Model Code of Conduct Branch) to facilitate obtaining permission/decision in respect of modified vehicles to be used for rally and election campaigning.

3. These instructions shall be displayed on the Notice Board in the office of all DMs/DEOs/ROs as well as other suitable places for public awareness.

4. The General Observers, Expenditure Observers, Asstt. Expenditure Observers, political parties/candidates and all concerned may be informed accordingly.

Yours faithfully,



(SUMIT MUKHERJEE)
SECRETARY

Details of Expenditure on Public Meetings/Rallies etc.

(To be given by the candidate/his election agent at the time for applying for permission to hold the Public Meeting/Rally etc.)

Name of District : No. and Name of Constituency :

Name of Candidate : Political Party if any :

Date, time and duration of Public Meeting/Rally etc. :

[Location] Venue of Public Meeting/Rally etc. :

S.No.	Item of Expenditure	Proposed to be used by the Candidate/his Election Agent		Proposed to be used by the Political Party		Proposed to be used by any other Association		According to the Report of the Officer In-Charge	
		Number of Units	Cost	Number of Units	Cost	Number of Units	Cost	Number of Units	Cost
1.	Pandal and fixture								
2.	Barricading & Arches								
3.	Tables								
4.	Chairs								
5.	Other furniture								
6.	Loudspeaker & Microphone								
7.	Posters								
8.	Banners								
9.	Cut Outs								
10.	Digital Boards								
11.	Illumination items like Serial lights etc.								
12.	Power connection charges paid/payable to EB etc.								
13.	Other items								
14.								
	Total								

Name and Signature of Candidate/Election Agent/Name and Signature of authorised representative of Political Party/any other Association Officer in-charge

Date :

