

MOST URGENT
ELECTION MATTER

No. 7/1/2018-E.III
Government of India
Central Water Commission
Estt. III Section

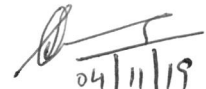
3rd Floor, Sewa Bhawan
R.K. Puram, New Delhi – 66
Dated the 04th November, 2019

Sub:- Uploading of manpower data on Web-based Module "Polling Party Personnel Information System" for ensuring General Elections to Delhi Legislative Assembly, 2020.

Ref:- E-IV, CWC, New Delhi's Letter No. A-49011/1/2019-391 dated 30th Oct., 2019.

It is informed to all the Assistant Directors posted in CWC Headquarters that they must fill the details required in the attached proforma in reference to E-IV's letter stated above and submit the same to Establishment III section latest by today 05.00 P.M.

Encl:- As Above.


04/11/19
(Seema Juneja)
Section Officer
BPL 3319

To,

All the concerned Officers / Assistant Directors of CWC, New Delhi.

Copy for information :-

Consultant, Estt. IV Section, CWC, New Delhi.

REMINDER
MOST IMMEDIATE
ELECTION MATTER

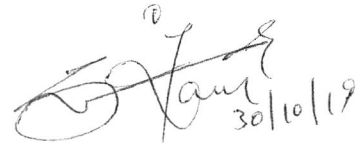
No. A-49011/1/2019-Estt.IV - 391
Government of India
Central Water Commission
Establishment-IV

3rd Floor (S), Sewa Bhawan,
R. K. Puram, New Delhi-66
Dated the, 30th October, 2019

Sub: **Uploading of manpower data on Web-based Module "Polling Party Personnel Information Systems" for ensuing General Elections to Delhi Legislative Assembly, 2020.**

Reference is invited to this Section's letter of even number dated 24th October, 2019 on the subject cited above.

2. The details of all officers/officials under your jurisdiction having **grade pay not more than 8700 (posted in Delhi)** have yet not been received from your section. You are therefore, once again requested to furnish the details of all officers/officials without exception in prescribed proforma to this Section **immediately without any further delay.**
3. **Being an election related matter, failure to comply with these instructions will be viewed seriously.**
4. The matter may be accorded **"TOP PRIORITY"**.


30/10/19

(SURINDER KAUR)

Director (E-II) & Nodal Officer (Manpower)

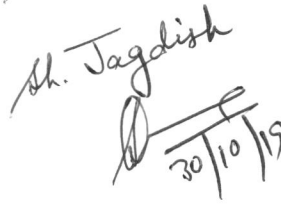
Tel:29583269

To:

Under Secretary/Section Officer: Estt.I, II, III, V, VI, VII, VIII, IX, X, XI, XII & XIII
Section, CWC

Copy for information to:

1. P.S. to CE(HRM),CWC
2. P.S. to Secretary, CWC


30/10/19

स्था. तीन अनु./Estt. III

डा.सं./Dy. No. 1195

दिनांक/Date. 30-10-19



कार्यालय, मुख्य चुनाव अधिकारी, दिल्ली

OFFICE OF THE CHIEF ELECTORAL OFFICER, DELHI

पुराना सेंट स्टीफन कॉलेज भवन
कश्मीरी गेट, दिल्ली - 110006.Old St. Stephen's College Building
Kashmere Gate, Delhi-110006

No. F.CEO/Admn./104(17)/2019/GEDLA-20/ 63120-63300 Dated : 23-10-2019

To

All Nodal Officers
(As per annexed list)

Sub: Uploading of manpower data on Web-based Module "Polling Party Personnel Information Systems" for ensuing General Elections to Delhi Legislative Assembly, 2020.

Sir/Madam,

As you have been appointed Nodal Officer (Manpower) by your department and subsequent training on web based software i.e. "Polling Party Personnel Information Systems" had already been imparted by the office.

Now the URL <https://ceo.delhi.gov.in> has been placed under operational mode and you have been provided with **User ID and Password** to access the said URL for further verifying and uploading the details of officers/officials of your Department/Ministry etc. While verifying and uploading the manpower details, the Nodal Officer is required to ensure the following:-

1. that the office(s) set up in Delhi are only to be considered.
2. that the data shall also include the name of staff who are physically working in the organization such as on deputation, diverted capacity or else.
3. that 100% data of all the officer/official except Head of Department and following exempted categories shall be uploaded without any exemption:-
 - i. Uniform Personnel like Army, Navy, Air Force, CRPF, ITBP etc.;
 - ii. Contractual Staff;
 - iii. Outsourced Staff;
 - iv. Officers having grade pay more than Rs.8700=00 (in pre-revised pay scale).
 - v. Officers from educational services, technical services etc, whose pay structure is not identical with cadre staff, having grade pay more than Rs.10000=00 (in pre-revised pay scale).
 - vi. Officer/official already retired but is working on extension of service and on reemployment.

The Nodal Officer (Manpower) is further required to ensure that the entered data is complete and correct in all respect.

For any kind of information/clarification, the undersigned may be contacted over at telephone numbers 011-23994418, 23965176, 21320039 or email at ecadmndelhi@gmail.com.

Yours faithfully,

(Satendra Kumar)

Election Officer (Admn.)

Form For Entering Details of Polling Personnel

Note: All * mark entries are must to provide.

Personal Information

Name of Official/Officer * :- _____

Gender * :- Male Female Others

Marital Status * :- Married Unmarried Single

Father Name * :- _____

Spouse Name :- _____

Date of Birth (DD/MM/YYYY) * :- _____

Employee Category * :- _____

Designation * :- _____

Department * :- _____

Office Details (Name and Address of Office)* :- _____

Pay Commission * :- 6th 7th Other

PayLevel/ Grade pay * :- _____

Whether Presently Residing in Delhi * :- YES NO

Present Residential Address * :- _____

Mobile No. * :- _____

Alternate Contact No. :- _____

E-Mail ID :- _____

Whether Appointed as BLO/BLO Supervisor * :- YES NO

Whether belongs to any cadre :- _____

Whether employee on Long Leave, i.e. CCL/Medical Leave/EL. etc. :- _____

Leave Duration :- _____

Assembly Constituency

AC of Present Address :- _____

AC in which working Presently :- _____

Specify the Home Town of Employee * :- Delhi Outside Delhi

AC of Home Town :- _____

Whether Register Voter * :- YES NO

EPIC No./Voter Id Card No. :- _____

Other Information

Whether Person with Disability * :- YES NO

Type of Disabilities :- _____

Percentage of Disabilities :- _____

Remarks :- _____