

WEST BENGAL STATE ELECTION COMMISSION  
18, SAROJINI NAIDU SARANI,  
(Rawdon Street)  
KOLKATA – 700 017

**ELECTION URGENT**

No. 970(19)-SEC/1T-4/1995

Date : 30.03.2015

From : The O.S.D. & E.O. Joint Secretary,  
West Bengal State Election Commission

To : 1) District Municipal Election Officer for Kolkata Municipal Corporation  
& District Magistrate, South 24-Parganas.

2) District Municipal Election Officer & District Magistrate, , Darjeeling / Cooch Behar /  
Jalpaiguri / Uttar Dinajpur / Dakshin Dinajpur / Malda / Murshidabad / Purba Medinipur /  
Paschim Medinipur/ Nadia / North 24-Parganas / South 24-Parganas / Howrah / Hooghly  
/Bankura / Purulia / Burdwan / Birbhum

Sir,

I am directed to inform you that in connection with the ensuing Municipal General Elections are scheduled to be held on 18<sup>th</sup> April, 2015 and 25<sup>th</sup> April, 2015, a Control Room in the Commission's Office will remain open as follows :-

- i) 17<sup>th</sup> April, 2015 & 24<sup>th</sup> April, 2015 – from 10 A.M. until receipt of report of safe arrival of polling parties at polling stations;
  - ii) 18<sup>th</sup> April, 2015 and 25<sup>th</sup> April, 2015– from 7 A.M. until safe return of polling parties to the D.C.R.C. after the poll;
  - iii) 20<sup>th</sup> April, 2015 & 27<sup>th</sup> April, 2015– if there is any repoll, from 7 A.M. until the safe return of polling parties to D.C.R.C. after repoll;
  - iv) 28<sup>th</sup> April, 2015 – from 8 A.M. till the counting is over.
2. I am directed to request you kindly to send two reports on 19<sup>th</sup> April, 2015 & 24<sup>th</sup> April, 2015 --- 1<sup>st</sup> report showing dispatch of Polling Parties from DCRC and 2<sup>nd</sup> report indicating safe arrival of Polling Parties at Polling Stations.
  3. On the 18<sup>th</sup> April, 2015 and 25<sup>th</sup> April, 2015, following reports should be sent to this Commission by FAX :-
    - 1<sup>st</sup> report on the commencement of poll as also the general law & order position at 7.00 A.M. to be sent by 7.30 A.M in Annexure 'A';
    - 2<sup>nd</sup> report on the progress of poll upto 9.00 A.M. to be sent by 9.30 A.M ;
    - 3<sup>rd</sup> report on the progress of Poll upto 11.00 A.M. to be sent by 11.30 A.M ;
    - 4<sup>th</sup> report on the progress of poll upto 1.00 P.M. to be sent by 1.30 P.M. ;

- 5<sup>th</sup> report on the progress of Poll upto 3.00 P.M. to be sent by 3.30 P.M. ;
  - 6<sup>th</sup> report at the end of Poll;  
[2nd to 6<sup>th</sup> reports are to be submitted in Annexure 'B']
  - 7<sup>th</sup> report after safe arrival of Polling Parties at D.C.R.C. and deposit of polled E.V.M.s & other election materials etc. at the reception centre.
4. By 6.00 P.M. on 18<sup>th</sup> April, 2015 and 25<sup>th</sup> April, 2015 a report should be sent indicating percentage of votes polled.
5. I am, further directed to request you kindly to send reports on the progress of counting and results thereof periodically on the day of counting i.e. on the 28<sup>th</sup> April, 2015. 1<sup>st</sup> report on commencement of counting and progressive reports after every 2 hours will be appreciated. Final Result Sheet in Form-23 may also be submitted through fax on 28<sup>th</sup> April, 2015 after completion of counting.
6. The list of elected member(s) of the Municipality may be sent to this Commission by FAX immediately after the results are declared. The Return of Election in Form-24 shall be sent to this Commission latest by 29<sup>th</sup> April, 2015, by Special Messenger.
7. Reports mentioned at paras 2, 3, 4, 5 and 6 above may be sent direct to this Commission by the Municipal Returning Officer & Sub-Divisional Officer with copy to you.
8. A statement showing the Telephone & FAX nos. of this Commission is enclosed. You are requested to intimate the Telephone / Fax Nos. of:
- a) District Control Room;
  - b) Municipal Returning Officer's Control Room;
  - c) D.C.R.C and
  - d) Counting Centre.
9. I am directed to draw your attention to this Office letter Nos. 469(47)-SEC/6W-2/2008 and 470(19)-SEC/6W-2/2008 both dated 06.03.2015 regarding uploading of result in the Commission's Website (copy enclosed). You are requested to ensure that these Guidelines are followed and the result is uploaded on 29<sup>th</sup> April, 2015 positively.

Yours faithfully,

O.S.D. & E.O. Joint Secretary,  
West Bengal State Election Commission

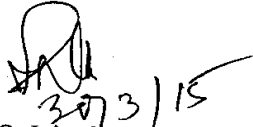
Encl.: As stated.

No. 970(19)/1(84)-SEC/1T-4/1995

Date : 30.03.2015

Copy forwarded for information and necessary action to the :

- 1) Police Commissioner, Barrackpore / Siliguri / Kolkata.
- 2) Superintendent of Police, Darjeeling / Cooch Behar / Jalpaiguri / Uttar Dinajpur /Dakshin Dinajpur / Malda / Murshidabad / Purba Medinipur / Paschim Medinipur/ Nadia / North 24-Parganas / South 24-Parganas / Howrah / Hooghly /Bankura / Purulia / Burdwan / Birbhum
- 3) .....Municipal Returning Officer for KMC,
- 4) Municipal Returning Officer & Sub-Divisional Officer, .....

  
30/3/15  
O.S.D. & E.O. Joint Secretary,  
West Bengal State Election Commission

**Report in connection with Municipal General Elections on 18<sup>th</sup> April, 2015 & 25<sup>th</sup> April, 2015**

Name of the /Municipal Corporation/Municipality/Notified Area :

Ward No.  
(in case of by-election only)Report showing commencement of Poll  
(to be submitted by fax by 7-30 P.M. or so)1. No. of Electors:  
Male – \_\_\_\_\_  
Female – \_\_\_\_\_  
Total \_\_\_\_\_2. No. of Polling Stations:  
Main – \_\_\_\_\_  
Auxilliary – \_\_\_\_\_  
Total \_\_\_\_\_Poll commenced in all Polling Stations at scheduled hours [except at Polling Stations  
(no. & names) for reasons mentioned below]

No..... date.....

Forwarded to the Secretary, West Bengal State Election  
Commission by fax (Fax No.2280-7373 / 2290-1421 /  
2280-7474)Municipal Returning Officer &  
Sub-divisional Officer .....

**Report in connection with Municipal General Elections on 18<sup>th</sup> April, 2015 & 25<sup>th</sup> April, 2015**

Name of the /Municipal Corporation/Municipality/Notified Area :

Ward No.

(in case of by-election only)

Report showing Progress of Poll

Upto 9 A.M. | 11 A.M. | 1 P.M. | 3 P.M. | end of Poll.

1. Percentage of Polling
2. Poll Boycott, if any, with details
3. Poll suspension / adjournment, if any, with details
4. Major complaints and action taken thereon
5. Any other incident worth reporting
6. Law & order situation
7. Approximate number of electors standing in queue at Polling Stations at 3 P.M. [For report to be submitted Covering progress of Poll upto 3 P.M.]

No.....

date.....

Forwarded to the Secretary, West Bengal State Election  
Commission by fax (Fax No.2280-7373 / 2290-1421 /  
2280-7474)

Municipal Returning Officer &  
Sub-divisional Officer .....

**WEST BENGAL STATE ELECTION COMMISSION**

<b>Sl. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Direct Tel. No.</b>	<b>Resi. No.</b>	<b>Mobile No.</b>
1	Sri Sushanta Ranjan Upadhaya	Commissioner	2280-5261 2280-4195	2200-1641	9830513438
2.	Sri Gurupada Konar	Advisor	2280-1392	2335-6132	9432646870
3.	Sri Osman Gani	Secretary	2280-5277		9163143210
4.	Sri Sabyasachi Ghosh	O.S.D. & E.O. Joint Secretary	2287-4727		9830521141
5.	Sri Anitendu Modak	Accounts Officer	2289-2320		9143030562
6.	Sri Ashis Gupta	P.A.-I to Commissioner	2280-5261 2280-4195		9433155589
7.	Sri Sangeet Kumar Sarkar	P.A.-II to Commissioner	2280-5261 2280-4195		
8.	Sri Buddhadeb Das	P.A. to Advisor	2280-1392 2280-5261 2280-4195		9002446276
9.	Smt. Arpita Chakraborty	P.A. To Secretary	2280-5277		
10.	Sri Subrata Mukherjee	P.A. to O.S.D. & E.O. Joint Secretary	2280-5805		9432124756
11.	Sri Debabrata Sinha	Head Assistant	2280-5805		9874993195
12.	Smt. Joyashree Mondal	Junior Accountant			9674588673

**FAX:2280-7474 – Commissioner**  
**2290-1421 - O.S.D. & E.O. Joint Secretary**  
**2280-7373 – Head Assistant**

**website : – www.wbsec.gov.in**  
**e-mail id - sec-wb@nic.in**