

**18, Sarojini Naidu Sarani
(Rawdon Street)
Kolkata – 700 017
Ph.No. 2280-5805 ; FAX – 2280-7373**

No.3091(17) - SEC/5C-9/2013

Date : 26.07.2013

**From : The Secretary
West Bengal State Election Commission**

**To : The District Panchayat Election Officer and District Magistrate: -
Jalpaiguri ,Cooch Behar, Uttar Dinajpur, Dakshin Dinajpur, Malda,
Murshidabad, Nadia, North 24-Parganas, South 24-Parganas,
Purba Medinipur, Paschim Medinipur, Howrah, Hooghly,
Burdwan, Bankura, Birbhum and Purulia**

**Sub : Necessary arrangements for counting of votes in
connection with Panchayat General Elections, 2013**

Madam/ Sir,

In continuation of this office No. 3073(40)-SEC/5C-9/2013 dated 25.7.2013, I am directed to request you to ensure that the following measures are taken for smooth and peaceful conduct of the counting process :-

1. The District Panchayat Election Officers, Panchayat Returning Officers, Commissioners of Police and Superintendents of Police shall ensure that all Candidates, their Election Agents and Counting Agents can attend the counting centres. Any obstruction caused in this regard should be firmly dealt with. Stringent preventive action should be taken against any such obstruction/intimidation.

2. Security personnel shall not remain inside counting halls if not called in by the Panchayat Returning Officer/ Assistant Panchayat Returning Officer.
3. Any person causing disturbance or conducting himself/herself in a disorderly manner inside the counting hall shall be expelled from the same and handed over to the police authorities for taking necessary actions against such person as per provisions of law.
4. During counting of votes for any tier of the Panchayats, only Candidates, Election Agents and Counting Agents for the Particular tier under counting shall be allowed to be present in the counting halls, other than counting personnel.
5. Necessary arrangements should be made for CCTV or Videography of the counting proceedings.
6. A waiting shed should be set up wherever possible at a suitable place outside counting halls for Counting Agents/Relief Agents.
7. A Media Centre should be provided at a suitable place in the counting venues but outside counting halls, where election results may be disseminated.
8. More cordons in addition to the two cordons as mentioned in the Commission's letter under reference may be erected, if felt necessary.

9. Orders under Section 144 of the Cr. P.C. should be promulgated in an area of 200 metres from the outer boundary of the counting premises. Orders banning carrying of fire arms and other lethal weapons within a periphery of 200 metres from outer boundary of counting venue should also be promulgated.
10. Victory procession shall not be allowed without specific permission from the concerned police authorities. All such processions should be closely monitored to prevent any law and order problem.
11. It shall be ensured that no authorised person is prevented in any manner from entry into and exit from the counting venues.
12. Telephone numbers of senior officers of Sub-division and district administration may be advertised locally so that they may be informed of any law and order problem faced by candidates and their agents. Prompt actions should be taken to address the problems.
13. All preventive measures should be taken to ensure that miscreants/those who have earlier indulged in electoral offences are not allowed to disrupt the counting process
14. Adequate lighting arrangements should be made around the counting venues. In this regard para 2(iv) of the letter No. 3073(40)-SEC/5C-9/2013 dated 25.7.2013 may be followed for installation of generators.

The above guidelines should be brought to the notice of all Panchayat Returning Officers and others concerned.

Yours faithfully,


Secretary

West Bengal State Election Commission

No.3091(17)/1(368) - SEC/5C-9/2013

Date : 26.07.2013

Copy forwarded for information and necessary to :-

1. Commissioner of Police –
Siliguri/Barrackpore/Bidhan Nagar/ Howrah & Asansol-Durgapur
2. The Superintendent of Police: -
Jalpaiguri ,Cooch Behar, Uttar Dinajpur, Dakshin Dinajpur, Malda,
Murshidabad, Nadia, North 24-Parganas, South 24-Parganas, Purba
Medinipur, Paschim Medinipur, Howrah, Hooghly, Burdwan, Bankura,
Birbhum, Purulia and Jhargram Police District
3. All District Observers
.....
4. All Block Observers
.....


Secretary

West Bengal State Election Commission