

OFFICE OF THE  
 S.P.D. OF POLICE (EAST)  
 No. 1997/SPE/AE/16  
 Date: 11/4/16

THE SUPDT OF POLICE ELE  
 No. 16/SPE/AE/16  
 Dated: 06/04/16  
 PUDUCHERRY  
 OFFICE OF THE DISTRICT ELECTION OFFICER

No.5/GEPLA/NODAL(COUNT)/2016  
 OFFICE OF THE NODAL OFFICER (COUNTING)  
 (GENERAL ELECTIONS TO PUDUCHERRY  
 LEGISLATIVE ASSEMBLY, 2016)  
 Architecture Block, Women Polytechnic College,  
 Lawspet, Puducherry -605 008.  
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Puducherry, the 06.04.2016

To

- 1) The Deputy-Collector (Revenue-South)-cum-Returning Officer-I.
- 2) The Director of Survey & Land Records--cum-Returning Officer-II
- 3) The Registrar of Cooperative Societies-cum- Returning Officer-III
- 4) The Sub-Collector(Revenue-North)-cum- Returning Officer-V
- 5) The Nodal Officer for Elections (NIC), National Informatics Centre, Pdy.
- 6) The Superintending Engineer-II-cum-Nodal Officer for Elections, Electricity Department, Puducherry.
- 7) The Superintending Engineer-cum-Nodal Officer Elections, Public Works Department, Puducherry.
- 8) The Senior Superintendent of Police, Police Department, Puducherry.
- 9) The Superintendent of Police(Elections), Police Department, Puducherry.
- 10) The Commissioner, Oulgaret Municipality, Puducherry.
- 11) The Divisional Fire Officer, Fire Service Department, Puducherry.

Office of the Sr. Supt. of Police  
 Law to Civil, Puducherry.  
 No. 91/SPE/16  
 Date: 11.4.16

Sir,

Sub: GEPLA, 2016 - Nodal Officer (Count) - Setting up of Strong Room and Counting Centre - Inspection by the District Election Officer-cum-Collector - Minutes of the Meeting - Forwarded - Reg.  
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*Web*

The minutes of the respective meetings of the District Election Officer held on 01.04.2016 and 05.04.2016 with the concerned Returning Officers and other Nodal Officers of various Departments in the Conference Hall after inspection of the Women Polytechnic College, Lawspet, Puducherry as proposed Counting Centre for the ensuing General Elections to the Puducherry Legislative Assembly, 2016 is forwarded herewith for information and strict adherence.

A compliance report in this regard may be forwarded to the Undersigned at the earliest.

/By Order of the District Election Officer/

SSP (L & C)

Yours faithfully,

*S. Thammaganapathy*  
 (S. THAMMU GANAPATHY)  
 NODAL OFFICER (COUNTING)

*SSD - N/E/W/S*  
*For info.*

Copy Submitted to:  
 The District Election Officer, O/o. the DEO, Revenue Complex, Puducherry.

- Copy to:
1. The Deputy District Election Officer, Revenue Complex, Puducherry.
  2. The Officer on Special Duty (Elections/Accounts), Revenue Complex, Pdy.
  3. The Principal, Women Polytechnic College, Lawspet, Puducherry.

*Shel*  
*11/4*

*C. B. muthialpet*

SUPDT. OF POLICE (EAST)  
 PUDUCHERRY

*[Signature]*  
 INSPECTOR OF POLICE  
 MUTHIALPET CIRCLE  
 PUDUCHERRY

OFFICE OF THE NODAL OFFICER (COUNTING)  
(GENERAL ELECTIONS TO PUDUCHERRY  
LEGISLATIVE ASSEMBLY, 2016)

First Floor, Architecture Block,  
Women Polytechnic College, Lawspet, Puducherry -605 008.

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**MINUTES OF THE INSPECTION OF THE DISTRICT ELECTION  
OFFICER-CUM-COLLECTOR ON 01.04.2016 AT 3.30 P.M  
AT WOMEN POLYTECHNIC COLLEGE, LAWSPET, PUDUCHERRY-8**

The following Officers and Nodal Officer of respective Departments were present:

1. Dr.S.Sundaravadivelu, I.A.S.,  
District Collector-cum - District Election Officer  
Puducherry.
2. Thiru.V.J.Chandran, I.P.S.,  
Senior Superintendent of Police (L&O)  
Puducherry
3. Thiru.S.Kanagaraj  
Deputy Collector (North)-cum- ARO-V
4. Thiru.S.Rajamanickam  
Deputy Collector (South) -cum- ARO-I
5. Thiru. A.Vincent Rayar  
Director of Survey and Land Records-cum- ARO-II
6. Dr.A.S.Sivakumar,  
Registrar of Co-op Societies-cum- ARO-III
7. Thiru.V.Gopi Swaminathan,  
Nodal Officer (IT)-cum-Technical Director, NIC, Puducherry
8. Thiru.P.Swaminathan,  
Chief Engineer  
Public Works Department  
Nodal Officer (PWD)

INSPECTOR OF POLICE  
MUTHAYAR CIRCLE  
PUDUCHERRY

SUPD. OF POLICE (EAST)  
PUDUCHERRY

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9. Tmt.D.Jayalakshmi,  
Executive Engineer,  
Electricity Department
  10. Thiru.K.Elango,  
Divisional Fire Officer,  
Fire Service Dept. Puducherry
  11. Thiru.M.S.Ramesh,  
Commissioner,  
Oulgaret Municipality
  12. Thiru. Thillaivel  
Commissioner (HRI) -cum-Deputy District Election Officer  
Puducherry

The District Election Officer-cum-Collector welcomed all and stated that during the Counting process for the elections to the Lok Sabha, 2014, there was heavy congestion on the day of reception, i.e., receiving of the polled EVMs from various ROs., in order to avoid that the CEO suggested in a meeting held on 24.3.2016, to identify a suitable alternative place with larger space for counting process including parking, free movement of vehicles for receiving & storing of EVMs and to accommodate the counting officials, contesting candidates and their agents, security personnel, fire brigades, etc. On the outcome of the deliberate discussions held, it has been decided to conduct the counting process in two different locations, viz., 1. Bharathidasan Govt. College for Women, Puducherry 2. Women Polytechnic College, Lawspet, Puducherry. Further, the Nodal Officer (Counting) informed to the DEO, the ROs., and the Nodal Officer of the respective Departments that **the College premises will be fully available only after 27.4.2016, since the academic examinations will be completed only on 26.4.2016.**

As per the decision taken in the meeting, the entire counting process of the following ROs / Constituency will be functioning at

Bharathidasan Govt. College for Women, Puducherry

Returning Officer	No.& Name of the Assembly Constituency
<b>ARO-IV</b> Director of L.A.D.	10. KAMARAJ NAGAR
	13. MUTHIALPET
	14. RAJBHAWAN
<b>ARO VI</b> Deputy Labour Commissioner	15. OUPPALAM
	16. ORLEAMPET
	18. MUDALIARPET
<b>ARO VII</b> Director of Industries & Commerce	17. NELLITHOPE
	19. ARIANKUPPAM
	20. MANAVELY
<b>ARO VIII</b> Dy. Transport Commissioner	21. EMBALAM (R )
	22. NETTAPAKKAM (R )
	23. BAHOUR

and the other will function at Women's Polytechnic College, Lawspet, Puducherry for the following ROs/Constituency

Returning Officer	No.& Name of the Assembly Constituency
<b>ARO-I</b> D.C.(R) South, Villianur	01. MANNADIPET
	02. THIRUBUVANAI (R )
	03. OSSUDU (R )
<b>ARO-II</b> Director of Survey & Land Records	04. MANGALAM
	05. VILLIANUR
	06. OZHUKARAI
<b>ARO-III</b> Registrar of Co-operative Societies	07. KADIRKAMAM
	08. INDIRA NAGAR
	09. THATTANCHAVADY
<b>ARO-V</b> D.C.(R) North	11. LAWSPET
	12. KALAPET

As such the following instructions were given to the respective RO's and Nodal Officers concerned to carry out the works mentioned hereunder thereby the Counting Centre shall be kept ready in all aspects / intact during the first week of May 2016:-

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**(a) Public Works Department**

They are directed to carry out the following works

- (i) The doors are to be repaired if required and fixing of hard boards on all windows of strong rooms.
- (ii) Leaks if any on the roof of the strong rooms should be sealed.
- (iii) Removal of debris and repairs of the sun shade above the windows to prevent seepage of water and damages if any to the ceiling should be maintained at the counting centre
- (iv) The bushes / scrubs / grass found on the vacant site and in and around the campus of the college should be cleaned.
- (v) Proper barricades should be made inside and outside of the counting hall to avoid disturbance from counting agents.
- (vi) To take care of sanitation, uninterrupted water supply and any other repair works to be carried out with top priority.
- (vii) Wire mesh may be provided in all the windows of the counting halls.
- (viii) The counting halls and toilet blocks should be inspected and the needy arrangements should be made appropriate well in advance.
- (ix) The blockades in the drainage lines if any should be cleaned and maintained properly.

**(b) Electricity Department**

They are directed to carry out the following works

- (i) To carry out the wiring works and lighting arrangements with proper care and to rule out any chance of short circuit.
- (ii) Provision of master / breaker switches outside the strong rooms to control flow of electricity inside the rooms.
- (iii) Provision of sufficient number of tube lights around strong room and reception area.
- (iv) Provision of a standby Generator and UPS back-up for CCTV arrangement in coordination with Nodal Officer (IT).
- (v) Tube lights, halogen lamps around strong rooms should be connected to the standby generator

- (vi) Inspection of electric connections in all strong rooms, reception halls, toilet blocks and inner campus of the building and rectification to be done if required.
- (vii) Air conditioning of certain rooms viz., control room, Observer, CEO, DEO, NIC etc.,
- (viii) Arrangement of public addressing system on the day of reception and counting.

**(c) Police Department**

They are directed to provide round the clock 3-tier tight security arrangement and bandobust near the strong room in the Counting Centre and depute Traffic Police Personnel near the College on Pre-polling day, Polling day and Counting day to avoid unnecessary traffic congestion. Police Department shall ensure that Counting Centers are used only for staying of Central forces used for protection of the Counting Centre only. The instructions of the Election Commission of India may scrupulously followed in this regard. The S.P.(Elections) shall prepare the plan for movement of traffic on the day of Polling and Counting in consultation with the Nodal Officer (Counting). Necessary parking of Counting Officials and Political parties shall also be discussed.

**(d) Department of Information and Technology**

To arrange for the following Net Work Connectivity:

- i. Net Work Connectivity for SDC access and ECI
- ii. Requirement of systems, Printers, UPS, LAN connectivity for the counting and other arrangements
- iii. Requirement of BSNL Broad Band Lines
- iv. Media Centre Arrangements
- v. Arrangement for master Data
- vi. Training
- vii. To conduct Mock and trial session from all counting Halls
- viii. To arrange for network connectivity in co-ordination with NIC, Puducherry and provide CCTV network and all other connected arrangements.

**(e) NIC, PUDUCHERRY**

They are directed to suggest the specification for the CCTV and requested to inspect the Counting hall for setting up of computers for facilitating easy dissemination of results and for preparing

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data in the appropriate format designed by the Election Commission.

**(f) RETURNING OFFICER'S I, II, III AND V**

All the Returning Officer's allocated to this Counting Centre, viz., RO-I, II, III and V were informed that the date of the preparation of EVM machines in the college premises will be finalized after completion of the academic examination of the College. It was also informed that the RO's to arrange the necessary racks based on their no. of polling booths and arrange to deliver the racks to their allotted counting.

**(g) Fire Service Department**

They are directed to inspect the entire building premises and make necessary arrangement for fire safety measures by providing requisite number of fire extinguishers from the date of preparation of EVM to till the day of counting.

**(h) Directorate of Health and Family Welfare Services**

They are directed to ensure the welfare of the Election Officials. As per the direction of the Election Commission of India the DEO has directed to depute a Medical Team with required emergency medicines along with an ambulance on the day of collection of EVMs from the respective ROs and on the day of counting since huge number of officials will be present on the day of reception of EVM and on the day of counting in the college premises.

**(i) Nodal Officer (COUNTING)**

He is directed to prepare the map /sketch for the storing of EVMs at Strong Room, the halls allocated for getting the polled EVM and other sensitive/non-sensitive materials on the day of reception and respective Counting Halls will be intimated shortly, after finalizing the appropriate places.

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The District Election Officer alongwith officials inspected the proposed Strong rooms, counting halls, reception halls etc. The meeting came to an end at 5.00 P.M with the vote of thanks. The centre was inspected by the then Collector Thiru S. Sundaravadivelu, I.A.S.,. The Undersigned also visited the Centre on 5.4.2016 to confirm the preparedness.

*Jawahar*  
05/04/16.

**(P. Jawahar, I.A.S)**  
District Election Officer -cum-  
DISTRICT COLLECTOR,  
Puducherry