



## STATE ELECTION COMMISSION, HARYANA

NIRVACHAN SADAN, SECTOR- 17  
PANCHKULA, HARYANA – 134109

Website : [www.secharyana.gov.in](http://www.secharyana.gov.in)  
Email id : [sec@hry.nic.in](mailto:sec@hry.nic.in)

Phone : +91 172 258 4810  
Fax : +91 172 258 5904

NO. SEC/4E-II/2022/1295-1316

Dated: 12<sup>th</sup> August, 2022

To

All the Deputy Commissioners-cum-  
District Election Officers (Panchayat),  
in the State of Haryana.

**Subject :- Assignment of Election Duty -regarding.**

Sir/Madam,

I have been directed to refer to the above subject and to enclose a copy of the representation dated 08.08.2022 received from Haryana Government College Teachers' Association for taking appropriate action while deputing them on election duty pertaining to Panchayat and Municipal Elections in accordance with the instructions issued by the Election Commission of India(copy attached).

Yours faithfully,

Assistant State Election Commissioner,  
for State Election Commissioner, Haryana.

Endst.No.SEC/4E-II/2022/1317

Dated : 12<sup>th</sup> August, 2022

A copy is endorsed to Dr.Amit Chaudhary, President, Haryana Government College Teachers Association, Government Girls College, Cheeka (Kaithal) with respect to representation dated 08.08.2022 on the above subject for information.

Assistant State Election Commissioner,  
for State Election Commissioner, Haryana.

Email

State Election Commission, Haryana  
Diary No. 1691 Dated 9/8/2022 SEC Haryana

A request for assigning Election Duties in accordance with the status to the Haryana Govt. College Teachers.

PANCHAYAT BRANCH

DIARY NO. 1186

DATE 10/8/22

Tue, Aug 09, 2022 12:12 AM

1 attachment

**From :** hgcta presi <hgcta.presi@gmail.com>

**Subject :** A request for assigning Election Duties in accordance with the status to the Haryana Govt. College Teachers.

**To :** SEC Haryana <sec@hry.nic.in>

Sir, please find a representation regarding the above mentioned subject as attachment for further necessary action, please.

With regards

डॉ. अमित चौधरी,  
अध्यक्ष,  
हरियाणा राजकीय महाविद्यालय शिक्षक संघ (HGCTA)  
राजकीय कन्या महाविद्यालय,  
चीका (कैथल)  
मो. 9416087005

*Please examine & put up & also speak*

*Bluish-*  
S.E.C  
09.08.2022

*ASR* 10/08/2022

*S.E.-II*

*Cee*  
10/8/22

*4E*

letter to SEC final.pdf  
4 MB



# Haryana Govt. College Teachers' Association

## हरियाणा राजकीय महाविद्यालय शिक्षक संघ

मुख्यालय: नेहरू (पी.जी.) राजकीय महाविद्यालय, फरीदाबाद

Ref. No. HGCTA/P/SEC

Date: 08/08/2022

**President**

**Dr. Amit Chaudhary**

Associate Professor,  
Govt. College for Girls,  
Cheeka, (Kaithal)  
Mb. 9416087005

Email: hgcta.presi@gmail.com

**Vice-President**

**Arun Kumar**

Assistant Professor,  
Govt. College Bahadurgarh  
(Jhajjar)

Mb. 9992087372

Email: hgcta.vp@gmail.com

**General Secretary**

**Dr. Pratibha Chauhan**

Assistant Professor,  
Nehru (PG) Govt. College,  
Faridabad

Mb. 9999925614

Email: hgcta.gs@gmail.com

**Secretary Finance**

**Dr. Priyanka**

Assistant Professor,  
Govt. College, Meham  
(Rohtak)

Mb. 8527267311

Email: hgcta.sf@gmail.com

**Secretary Organisation**

**Dr. Sunil Kumar**

Assistant Professor,  
Govt. College, Bahu,  
(Jhajjar)

Mb. 9416690817

Email: hgcta.so@gmail.com

**Joint Secretary**

**Jyoti Dahiya**

Assistant Professor,  
TDL Govt. College for  
Women, Murthal,  
(Sonapat)

Mb. 9992590394

Email: hgcta.js@gmail.com

To,

The State Election Commissioner Haryana,  
Nirvachan Sadan, Plot no. 2, Sector-17,  
Panchkula.

Subject: A Request for assigning Election Duties in accordance with the Status (*i.e.* Designation/Seniority/Class/ Pay-Scale) to the Haryana Government College Teachers.

Sir,

Kindly refer to your office letter no. SEC/4E-II/2009/912 dated 10 December 2009 (Annex-I) issued to the All District Commissioners-cum-District Election Officers (Panchayat) to take appropriate action while deputing Assistant and Associate Professors in Panchayat and Municipal Elections alongwith the representation of HGCTA (Annex-II).

Further, the Association would request your good self to refer to Election Commission of India (ECI) letters ref. no. 576/3/2004/JS-II dated 09-08-2004, 509/251/2004/JS-I dated 11-10-2004 and 464/INST/2005/PLN-I/67 dated 28-12-2004 whereby the Chief Electoral Officers of all states have been directed to assign election duties to the college as per their seniority. UGC has placed the Asstt. Professors and Associate Professors in the category of 'A' Class Officers *i.e.* Level 10, 12 and 13A as per the Seventh Pay Commission). Even the worthy ECI in its letter no. 576/3/2004/JS-II directed in Para-I that "*while assigning election duties to various officials, their seniority should be taken into account*".

Respected sir, as the Association has observed that in the recent past the guidelines issued by worthy ECI are not followed while assigning duties to college teachers, your good self is requested to ensure the thorough compliance of the guidelines regarding the same by issuing necessary directions.

With regards,

(Dr. Amit Chaudhary)  
President, HGCTA

**STATE ELECTION COMMISSION, HARYANA**  
Nirvachan Sadan, Plot No. 2, Sector 17, Panchkula.

No.SEC/4E-II/2009/

To

All Deputy Commissioners-cum-  
District Election Officers (Panchayat),  
In the State of Haryana.

Dated, Panchkula the            December, 2009

Subject:- **Assignment of Election Duty.**

Sir/Madam,

I am directed to refer to the subject cited above and to enclose herewith a copy of the representation of Haryana Govt. College Teachers' Association dated 24.11.2009 for taking appropriate action while deputing them on election duty pertaining to Panchayat and Municipal Elections.

Yours faithfully,

*Sd/-*  
(Rajeshwar Kumar)  
Superintendent/E-II,  
State Election Commission,  
Haryana.

Endst No.SEC/4E-II/2009/ 912

Dated: 10<sup>th</sup> December, 2009

A copy is forwarded to Sh.Rajinder Singh, President, Haryana Govt. College Teachers' Association, Govt. (P.G.) College, Nahar, Rewari for information w.r.t. his letter No. 14/2009 dated 24.11.2009.

*Rajinder Singh*  
Superintendent/E-I,  
State Election Commission,  
Haryana.



# Haryana Govt. College Teachers' Association

Anex -II

Regd. No. 315

H.O. : Govt. (P.G.) College, Nahar-123303 (Rewari, Haryana)

email : hgcta.all@gmail.com

**President :**

Rajender Kumar  
Govt. National(PG)  
College, Sirsa.  
Mb.: 094160-35733  
president.hgcta@gmail.com

**Vice President :**

Dr. Jai Narain  
Govt. College  
Barwala (Panchkula)  
Mb. : 094669-50915  
vp.hgcta@gmail.com

**General Secretary :**

Dr. Sanjiv Kumar  
Govt. (PG) College  
Nahar (Rewari)  
Mb. 094161-32765  
gs.hgcta@gmail.com

**Secretary Finance :**

Dr. Satyapal Singh  
Govt. (PG) College  
Hisar.  
Mb. : 094162-43834  
if.hgcta@gmail.com

**Secretary Organisation :**

Amit Chaudhary  
Govt. College,  
Bairath Kalan (Bhiwani)  
Mb. : 094160-87005  
io.hgcta@gmail.com

**Joint Secretary :**

Dr. Rajveer Siwach  
Govt. College,  
Dampur (Hisar)  
Mb. : 094161-69601  
js.hgcta@gmail.com

Ref. No. CS/HGCTA/14

Date: 24-11-2009

To

The State Election Commissioner,  
Haryana, Panchkula.

Subject: Arbitrary Assignment of Election Duty to Asstt./Associate Professors of  
Govt. Colleges in Local body elections.

Sir,

Kindly refer to the Haryana Government College Teachers Association (HGCTA) representation vide letter no. HGCTA/09/13 dated 15-09-2009 regarding the subject cited above. The association hereby once again invites your attention to our representation in the light of Election Commission of India ref. no. 576/3/2004/Js-11 dated 09-08-2004, 509/251/2004/JS-1 dated 11-10-2004 and 464/INST/2005/PLN-1/67 dated 28-12-2004 whereby the Election Commission of India directs the Chief Electoral Officers of all states to assign election duties to the teachers (Asstt./Associate Professors) taking into account the seniority of officials. Haryana Govt. College Teachers Association (HGCTA) reminds you of the same and submits that:

- The Asstt. Professors and Associate Professors in the Govt. Colleges of Haryana are governed by the UGC norms and UGC has placed us in the category of 'A' Class Officers in the Pay Band-III (15600-39100) and PB-IV (37400-67000) respectively. But in the Assembly elections held recently, most of the Returning Officers simply ignored the Designation, Pay-Scales and Class while assigning election duties in flagrant violation of the direction of Election Commission of India. In most of the constituencies, the Supervisors, Sector Magistrates and Micro Observers were far below the rank/designation, Pay-Scale and Class of Asstt./Associate Professors. The Returning Officers didn't even bother to write the revised designation of Asstt./ Associate Professor in the appointment letters. This is highly humiliating and deplorable.
- The Election Commission of India in its letter no. 576/3/2004/JS-II clearly provides in para-1 that "while election duties to various officials, their seniority should be taken into account... it should be ensured that a senior official is not put on duty under an official who is junior to him". Similarly The Election Commission of India circulated its directions to all the Chief Electoral Officers on the basis of the verdict of Hon'ble Madhya Pradesh High Court on the hearing of Writ Petition no. 856/2004 & 1357/2004 vide



# Haryana Govt. College Teachers' Association

Regd. No. 315

H.O. : Govt. (P.G.) College, Nahar-123303 (Rewari, Haryana)

email : hgcta.all@gmail.com

**President :**

**Rajender Kumar**  
Govt. National(PG)  
College, Sirsa.  
Mb.: 094160-35733  
president.hgcta@gmail.com

**Vice President :**

**Dr. Jai Narain**  
Govt. College  
Barwala (Panchkula)  
Mb. : 094669-50915  
vp.hgcta@gmail.com

**General Secretary :**

**Dr. Sanjiv Kumar**  
Govt. (PG) College  
Nahar (Rewari)  
Mb. 094161-32765  
gs.hgcta@gmail.com

**Secretary Finance :**

**Dr. Satyapal Singh**  
Govt. (PG) College  
Hisar.  
Mb. : 094162-43834  
if.hgcta@gmail.com

**Secretary Organisation :**

**Amit Chaudhary**  
Govt. College,  
Bairath Kalan (Bhiwani)  
Mb. : 094160-87005  
io.hgcta@gmail.com

**Joint Secretary :**

**Dr. Rajveer Siwach**  
Govt. College,  
Ladampur (Hisar)  
Mb. : 094161-69601  
js.hgcta@gmail.com

Ref. No. ....

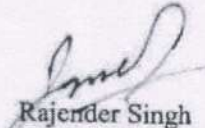
Dated .....

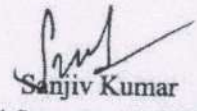
ECI letter no. 509/251/2004/JS-I dated 11-10-2004 where the letter makes amply clear that teachers, Asstt./ Associate Professors can not be assigned any duty in contravention of the direction issued by the Election Commission of India and violation of ECI directions would be viewed seriously.

- HGCTA also invites your attention to the request of the Director, Higher Education Haryana vide DIE letter no. 24/1087 IV dated 20-09-1987 made to your goodself not to assign the election duties to Asstt./Associate Professors (previously designated as Lecturers) below the rank of Sector Supervisors.

Keeping in view the above submissions, Haryana Govt. College Teachers Association again reminds your goodself to ensure the thorough compliance of Election Commission of India guidelines regarding the assignment of election duties to Asstt./ Associate Professors in the Govt. Colleges of Haryana in the local body elections strictly on the basis of seniority (designation, Pay-Scale and Class wise).

We hope that the necessary guidelines regarding the issue will be circulated to the Returning Officers so that the Asstt./ Associate Professors are assigned election duties matching with their status in future.

  
Rajender Singh  
President, HGCTA

  
Sanjiv Kumar  
General Secretary, HGCTA

BY SPEED POST

# ELECTION COMMISSION OF INDIA

Nirvachan Sadan, Ashoka Road, New Delhi - 110 001

No. 576/3/2004/JS-II

Dated: August 9, 2004

To

The Chief Electoral Officers  
of all the States / Union Territories.

Sub: Assigning election duties - Seniority of officials to be taken into consideration.

Ref: Commission's letter No. ECI/GE 98-464/Inst./98-PLN-I, dated 18.10.98.

I am directed to say that in paragraph 2.7 of Chapter III of the Handbook for Returning Officers (2004 Edition), it has been directed that while assigning election duties to various officials, their seniority should be taken into account and it should be ensured that a senior official is not put on duty under an official who is junior to him.

In a petition before the Punjab and Haryana High Court (C.W.P. NO.6895 of 2004) Punjab and Chandigarh College Teachers Union Vs. Election Commission of India & Others, the Hon'ble High Court has made an observation that as far as possible, the seniority of officials put on election duty should be given due regard while assigning them election duties.

The Commission, keeping in view the guidelines already laid down, has directed that while assigning election duty, the following principles are to be followed strictly -

- (i) Adequate care should be taken by the District Election Officers in calling for names of officials from different government departments (both Central and State), PSUs, Banks, other institutions etc. The scale of pay, rank and status of officials to be requisitioned need to be set out in the requisition order itself for which the Chief Electoral Officer should set a uniform criteria for the State as a whole. Considering the varying scales of pay and rank prevailing in different organizations, an upper benchmark set by the Chief Electoral Officer would be most appropriate to avoid confusion and litigation. By way of illustration, in

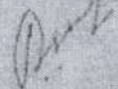
Group-A category of employees, a level upto and including a certain rank needs to be prescribed instead of calling for all Group-A employees.

(ii) In drawing up the seniority list of officials required for election duty, the District Election Officer should take into account at the outset the pay, rank and status of the officials nominated and classify them accordingly for purposes of randomization for which detailed instructions are available. Presiding Officer should be of higher scale/grade/rank in comparison to the Polling Officers appointed in his group.

(iii) In determining the rank and status of officials drawn from different pools with different pay scales the relative position of the official in his cadre/organization may be taken into account and not merely the pay scale. By way of illustration, if a Group-D employee from any pool, even if drawing a higher scale should not be assigned duties of a Presiding Officer or Polling Officer.

4. This may be brought to the notice of all District Election Officers and Returning Officers

Yours faithfully,

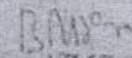


(S. R. Kar)

Under Secretary

Copy to Local Sections & Pmg. I.

Attested to be true copy.

  
Addl Chief Electoral Officer  
Mysore



भारत निर्वाचन आयोग  
भारत निर्वाचन आयोग  
ELECTION COMMISSION  
NEW DELHI

भारत निर्वाचन आयोग राक्षिवालय  
SECRETARIAT OF THE  
ELECTION COMMISSION OF INDIA

निर्वाचन सदन  
NIRVACHAN SADAN  
अशोक रोड, नई दिल्ली-110001  
ASHOKA ROAD, NEW DELHI-110001

संख्या  
No. 2001  
तारीख  
Dated 2001

सं. 509/251/2004/JS-1  
Addl. CEO  
P. Singh  
17/10/04

Dated: 11.10.2004

To Supdt

The Chief Electoral Officers  
of all States and Union Territories

Subject: W.P. No. 856/2004, W.P. No. 1357/2004 and W.P. No. 1776/2004.  
Adhyapak Mandal, Rani Durgawati Vishwavidyalaya, Jabalpur Vs. The  
Returning Officer, Jabalpur and the Election Commission of India.

AE-2  
W.P. No. 856/2004  
18/10/04  
Sir.

18/10  
18/10

I am directed to state that in the above mentioned W.P's filed before the High Court of Judicature at Jabalpur (Madhya Pradesh) it was alleged that during the General Election to Lok Sabha, 2004, some of the Returning Officers have been assigned election duties to various teachers, Professors and other officials ignoring the pay scales and the status of the post held by them in violation of the Commission's instructions in the matter. The Hon'ble High Court in its Order, dated 26.8.2004 has directed that "the Returning Officer shall not assign any duty in contravention of the direction issued by the Election Commission. In case any of the violation order is found, same shall be viewed seriously by the Court. Pay scale and status have to be duly considered in accordance with the instruction issued by the Election Commission".

The above direction of the Hon'ble High Court may be brought to the notice of all District Election Officers, Returning Officers etc. for strict compliance. Your attention is also invited to the Commission's letter No. 576/3/2004/JS-II dated 9.8.2004 in this regard.

Kindly acknowledge receipt of this letter.

Yours faithfully,  
[Signature]

UNDER SECRETARY

Copy to Zonal Sections, Planning Section-I and Judicial Section-II

Attested to be true copy.

[Signature]  
Addl Chief Electoral Officer  
Bhopal

BY CABLE DATE 28/12/04  
ELECTION COMMISSION OF INDIA  
Nirvachan Sadan, Ashoka Road, New Delhi-110001

No.464/INST//2005/PLN-I/67

Dated: 28<sup>th</sup> December, 2004

To  
The Chief Electoral officer.

1. Bihar, Patna;
2. Jharkhand, Ranchi;
3. Haryana, Ranchi.

Subject:- State Assembly Elections, 2004-Drafting of Polling Personnel for election  
Duty Randomization of Polling Personnel.

Sir,

I am directed to say that the Commission has decided to relax the criteria of mixing polling personnel across districts on 50:50 basis for the State Legislative Assembly elections in Bihar, Jharkhand and Haryana. In this regard your attention is also invited to the standing instructions of the Commission regarding randomization of polling personnel using 'Random Number Generation Technique' vide letter No. ECI/GE98-464/INST/98/PLN-I, dated January 18, 1998 (copy enclosed) and instructions of the Commission on assigning election duties to officers taking into consideration seniority of officials issued vide letters No. 576/2004/JS-II, dated August 9, 2004 and 509/251/2004/JS-I dated 11<sup>th</sup> October, 2004.

2. Since the duties discharged by the polling personnel are vital in the conduct of elections, sufficient care is needed to draft and deploy such personnel in the interest of free and fair elections and accordingly, in continuation of the existing instructions referred to above, the Commission lays down the following instructions for composition of polling parties for the forthcoming elections:-

- (i) Presiding Officer and Polling Officers are to be classified on the basis of scale of pay and their post and rank. As far as practicable, Gazetted Officers will be deployed as Presiding Officers and failing that officials who are working in supervisory capacity only should be deployed as Presiding Officers. The presiding Officer should be of higher scale/grade in comparison to all polling Officers (detailed instructions in this regard are already issued vide letter dated August 9, 2004 referred to above).

- 31
- (ii) No person will be assigned polling duties in an assembly constituency in which he is posted or in which he resides or the constituency which is his home constituency.
  - (iii) Two officials of the same serial group/category should not be put together. Further, two members of the polling party should not be from the same department (in case of school teachers, they should not be from the same school).
  - (iv) Central Government employees may be posted at relatively more sensitive polling booths.
  - (v) Selection of polling officers of every party will be done on random basis using the 'Random Number Generation Technique' as laid down.
  - (vi) Allotment of party to the booth will also be done randomly keeping in view of sensitivity of booth and ranking of party.
  - (vii) In respect of women employees, it needs to be ensured that there is a female Polling Officer posted for every polling station exclusively set up for women electors and in 'Purdanashin' dominated areas.
  - (viii) The women employees shall not be tagged to a polling party before the dispersal of the party prior to the poll. In other words, they will be selected and issued deployment letters separately and only on the day of dispersal they will be tagged to the main group comprising the other polling personnel of that polling party.
  - (ix) The actual polling station allotted to individual polling personnel is to be disclosed just before the polling party actually leaves the dispersal center.

3. Action on the above lines is to be initiated by all concerned immediately. It is further directed that the Observers assigned to the districts will be closely involved in all operations connected with randomization and selection of the polling parties from the time they arrive in the district. Action taken prior to their arrival is to be explained in detail and to their satisfaction by the District Election Officer on their arrival.

4. In order to ensure that above instructions are complied with strictly, the Commission directs that the District Election Officer shall furnish to the Election Commission through the Observers and separately to the Chief Electoral Officer of the state a certificate to the following effect immediately after the polling parties have been formed for an election:-

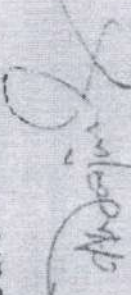
*"Certified that:-*

- (i) *the polling parties have been formed by a proper mix of officials drawn from different offices and departments, and*

(ii) \* the officers have been drawn from the State Government departments as well as from the Central Government Offices PSUs, etc., as far as practicable."

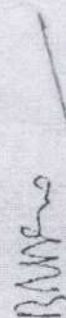
5. Kindly acknowledge receipt.

Yours faithfully,

  
(A.K. MAJUMDAR)  
SECRETARY

Copy to concerned Secy./US/Section.

*Attested to be true copy.*

  
Addl Chief Electoral Officer  
Bhubaneswar