

ELECTION COMMISSION OF INDIA

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001

No. 318/CS/OBS/2026/OPS

Dated: 23rd September, 2026

To

The Chief Electoral Officer(s) of कार्यालय सचिव एवं मुख्य निर्वाचन अधिकारी
 1. Uttar Pradesh, Lucknow पत्र प्राप्ति का दिनांक- 23/09/26
 2. Uttarakhand, Dehradun पत्र क्रमांक-582 पत्रावली संख्या-

Subject: - Biennial Elections to the Council of States from Uttar Pradesh, 2026-Appointment of Observer-Regarding.

Sir/Madam,

I am directed to refer to the Commission's notification no. 318/CS-Multi/3/2026(1) dated 29.09.2026 (advance copy already sent to you) regarding Biennial elections to the Council of States from your State which are scheduled to be held on 16.10.2026 and to state that the Commission has decided to appoint you as its Observer for the aforesaid elections in your State in exercise of the powers conferred under Section 20B of the Representation of the People Act, 1951. You are required to remain present throughout the process of scrutiny of nomination papers, polling and counting of votes so as to oversee that the procedures laid down as per statute and extant instructions of the Commission (copy enclosed) are strictly adhered to. In case any deviation is noticed, the same may be brought to the notice of the Commission immediately. After completion of election, a report may please be furnished to the Commission. Further, for any information/clarification, the Observer may contact the following officers:

S. No.	Name of the Officer & Designation	Contact Details
1.	Sh. Bhanu Prakash Yeturu, IAS Deputy Election Commissioner	011-23052081, 23052073 (O) Email- dec.yb@eci.gov.in
2.	Sh. Suman Kumar Das, Secretary	011-23052082 (O) Email- skdas@eci.gov.in
3.	Sh. Rajesh Kumar Singh, Under Secretary	011-23052131(O) Email- rajesh@eci.gov.in

Kindly acknowledge the receipt.

Yours faithfully,


 (M L MEENA)

UNDER SECRETARY

A R O I
 Balwant
 24.9.26
 SD

Copy to BE Section



भारत निर्वाचन आयोग
Election Commission of India

BY SPEED POST/E-MAIL

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

No.318/CS/OBS/2022/OPS

Dated: 29th September, 2022

To,

1. The Chief Secretary to
all the States including NCT of Delhi & Union Territories of Puducherry
and Jammu and Kashmir
2. The Chief Electoral Officers
of all States including NCT of Delhi & Union Territories of Puducherry
and Jammu and Kashmir

Subject: -Biennial /Bye-Elections to the Council of States-Deployment & Duties of Observers-reg.
Sir,

I am directed to say that the Election Commission of India, under Article 324 of the Constitution of India read with Section 20B of the Representation of the People Act, 1951, has been deputing Observers for Biennial/Bye elections to the Council of States to watch the election process from the last date of making nominations and till the declaration of results so as to ensure peaceful, free and fair elections.

2. The Commission generally deutes the Chief Electoral Officers of respective States as Observers for biennial/bye elections to the Council of States in excises of powers conferred under Section 20B of the Representation of the People Act, 1951. The Observer deployed is required to remain present on the last date of making nomination, throughout the process of scrutiny of nomination papers, polling and counting of votes so as to oversee that the procedures laid down as per statute and extant instructions of the Commission are strictly adhered to. The role of Observers, their duties and responsibilities in respect of the biennial/bye- elections to the Council of States, along with format of reports to be submitted by them, are indicated in enclosed Annexure-I & Annexure-II, respectively.

3. In case, the Chief Electoral Officer of the State appointed as Observer for the biennial/bye election to the Council of States proceeds for leave/training, the officer who has been assigned the charge of CEO by the Commission shall carry out the functions of the observer until regular incumbent takes over.

Yours faithfully,

(M. L. MEENA)

UNDER SECRETARY

Copy to BE Section

DUTIES & RESPONSIBILITIES OF OBSERVERS FOR BIENNIAL/BYE-ELECTIONS TO THE COUNCIL OF STATES

- I.
- (i) To observe the process of nominations, scrutiny and withdrawal of candidatures.
 - (ii) To examine the video clippings of the nomination process as well as voting procedure and counting procedure, if the Commission directs so, as well as to make proper investigations into the complaints received in connection with the process of nominations. Also, to examine the unresolved grievances by the candidate/Political Parties.
 - (iii) To submit four reports as per the formats enclosed (Annexure-II)
 - (iv) To check of the final list of contesting candidates.
 - (v) To monitor training to ensure that proper training is arranged for the election staff, including the counting officials.
 - (vi) To visit polling station so as to ensure that the polling station setup is as per the Commission's extant guidelines/instructions.
 - (vii) To discuss the poll, counting and security arrangements with the Returning Officer concerned.
 - (viii) To counter-sign the prescribed proforma for obtaining Commission's approval for commencement of counting of votes and declaration of results, duly signed by the Returning officer.
 - (ix) To address the complaints received during hours of poll and counting of votes with the help of Returning Officer.
 - (x) To immediately report to the Election Commission of India of any untoward incident during course of poll.
- II
- Apart from the above, the Observers should seek prior permission from the Commission every time they want to leave the headquarters on personal work or on official work not connected with performance of their duties as Observers. Any request in this regard for special permission shall be made to the Deputy Election Commissioner concerned in Secretariat of the Election Commission. Observers shall not be allowed to go on foreign trip

during the period of the election process. No request in this regard should be made to the Commission. Only in case of receipt of late intimation about selection of the officer to attend a foreign training, which is duly sponsored by the DOPT as per prescribed procedure, the State Government may recommend release of such officer by substituting/sponsoring an officer of equivalent or of higher rank.

III. The Observer shall also perform any other task, as assigned by Election Commission.

IV Visit Schedule of the Observer shall be as follows: -

- | | |
|-------------------|--|
| (a) First Visit - | From the last date of making nominations to the last date for the withdrawal of candidatures. |
| (b) Second Visit | For one day after three days of the last date for withdrawal of candidatures |
| (c) Third Visit - | From the date prior to the day of actual poll and till the counting of votes and declaration of result |

OBSERVER REPORT-1

(To be submitted immediately after the last date for the withdrawal of candidature(s))

Name of Election				
State				
1	Is List of Contesting Candidates finalized & published	Yes	No	If no, give details
2	Electoral Roll for election to the Council of States already finalized/ available for use.	Yes	No	If no, give details
3	Affidavits uploaded on CEO website, put on notice boards and published	Yes	No	If no, give details
4	Is election Contested-	Yes	No	
	If Yes-			
	4(i) Arrangements for ballot paper printing	Done	Not Done	If no, give details
	4(ii) Preparation of list of polling personnel	Done	Not Done	-do-
	4(iii) Schedule for training of polling personnel finalized or not	Done	Not Done	-do-
	4(iv) Whether the election machinery is aware of Conduct of Election Rules, 1961/ Representation of People Act, 1951/ Handbook for Returning Officers for elections to the Council of States & State Legislative Council	Yes	No	-do-
	If No-			
	4(i) Result declared in prescribed format	Yes	No	If no, give details
	4(ii) Certificate of Election	Yes	No	-do-

Overall observation – (Indicate any arrangements not made, requiring improvements, overall coordination assessment) Indicate areas of concern.

Date:

Place:

Signature of the Observer

OBSERVER REPORT-2

(To be submitted 3 days after Last date of withdrawal of candidatures,
only if election is contested)

Name of Election				
State				
1	Whether all the materials for actual poll ready?	Yes	No	If no, indicate present position
2	Whether polling parties formed?	Yes	No	-do-
3	Whether approval of Commission for setting up of place of poll obtained?	Yes	No	-do-
4	Whether polling station has been setup as per Commission's extant directions/guidelines?	Yes	No	-do-
5	Whether arrangements are made for the peaceful conduct of poll as per Commission's extant directions/guidelines?	Yes	No	-do-
6	Whether appointment and training of officials done?	Yes	No	-do-
7	Whether any specific complaints/request received from any contesting candidates/political parties?	Yes	No	-do-

Any special input:-

Date:

Place:

Signature of the Observer

OBSERVER REPORT-3

(To be submitted after counting of votes is over and the result is declared)

Name of Election		
State		
1	Whether poll was conducted as per procedure laid down under the law?	
2 (a)	Whether any complaint was received during the hours of poll?	
(b)	If so, details (Action taken by RO) :-	
(c)	Whether the repoll ordered by the Commission?	
3.	Whether the counting of votes was done as per procedure laid down under law?	
4 (a)	Whether any objection was received during counting of votes from any of the representative of contesting candidates or by contesting candidates? If yes, Action taken by RO-	
(b)	Whether any request for recount of votes received? If yes, action taken by RO?	
(c)	Whether R.O. recorded reasons for accepting/ rejecting request for recount.	
5.	Whether the Commission's permission through proforma prescribed, duly signed by you and the RO was obtained for commencement of counting of votes and declaration of result?	

Any other irregularity noticed-

Date:

Place:

Signature of the Observer

OBSERVER REPORT-4
(Departure Report)

Date of reporting by the Observer for election duty

Date of departure of Observer

Was there any break by the Observer from the duty?

If yes give details

Was there any late reporting to duty?

If yes, by how many days?

Date:
Place:

Signature of the Observer