



ಮುಖ್ಯ ಚುನಾವಣಾಧಿಕಾರಿಯವರ ಕಚೇರಿ, ಕರ್ನಾಟಕ
ನಿರ್ವಾಚನ ನಿಲಯ, ಶೇಷಾದ್ರಿ ರಸ್ತೆ, ಬೆಂಗಳೂರು.

ಸಂಖ್ಯೆ: ಸಿಆಸುಇ 50 ಚುಸಿಆ 2024

ದಿನಾಂಕ: 05-02-2024

ಅಧಿಸೂಚನೆ

2005ರ ಕೇಂದ್ರ ಮಾಹಿತಿ ಹಕ್ಕು ಕಾಯ್ದೆಯ ಸೆಕ್ಷನ್ 4(1)(ಎ) ರಂತೆ ಮುಖ್ಯ ಚುನಾವಣಾಧಿಕಾರಿ ಮತ್ತು ಪದನಿಮಿತ್ತ ಸರ್ಕಾರದ ಕಾರ್ಯದರ್ಶಿ, ಸಿಬ್ಬಂದಿ ಮತ್ತು ಆಡಳಿತ ಸುಧಾರಣೆ ಇಲಾಖೆ (ಚುನಾವಣೆಗಳು)ಗೆ ಸಂಬಂಧಿಸಿದಂತೆ 2021-22ನೇ ಸಾಲಿಗೆ 4(1)(ಎ) ಹಾಗೂ 4(1)(ಬಿ)ರ ಮಾಹಿತಿಯನ್ನು ದಾಖಲಿಸಿರುವ ವಿವರವನ್ನು ಸಾರ್ವಜನಿಕ ಮಾಹಿತಿಗಾಗಿ ಪ್ರಕಟಿಸಿದೆ.

	<p>ಕರ್ನಾಟಕ ರಾಜ್ಯಪಾಲರ ಆಜ್ಞಾನುಸಾರ ಮತ್ತು ಅವರ ಹೆಸರಿನಲ್ಲಿ,</p> <p>(ಮಧು.ಎ.ಸಿ) ಸಾರ್ವಜನಿಕ ಮಾಹಿತಿ ಅಧಿಕಾರಿ ಹಾಗೂ ಸಹಾಯಕ ಮುಖ್ಯ ಚುನಾವಣಾಧಿಕಾರಿ ಸಿ.ಆ.ಸು.ಇ. (ಚುನಾವಣೆಗಳು).</p>
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ಪ್ರಕಟಣಾ ಫಲಕಕ್ಕೆ

GOVERNMENT OF KARNATAKA

No. CIASUE 50 CHUSIA 2024

Office of the Chief Electoral Officer &
Ex-Officio Secretary to Govt.,
D.P.A.R. (Elections),
Nirvachana Nilaya, Sheshadri Road,
Bengaluru, Dated: 05-02-2024

NOTIFICATION

Sub:	Section 4(1) (b) of the Right to Information Act, 2005- particulars of the Office of the Chief Electoral Officer & Ex-Officio Secretary to Government, D.P.A.R. (Elections) for the year 2021-22.
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(i) The particulars of its Organization, functions and duties:

The office of the Chief Electoral Officer primarily deals with:-

- a) Conduct of elections to Parliament and Karnataka Legislature under the guidance of the Election Commission of India.
- b) Preparation and periodical revision of electoral rolls of all the 224 Assembly Constituencies in the State and also of the graduates and teachers constituencies and This office is a part of Karnataka Government Secretariat and works under the administrative control of the Chief Secretary to Government of Karnataka. This office has the sanction of posts in the officer cadre as follows:-
 - 1) Chief Electoral Officer of IAS Super time Scale (Secretary) of Group-A Grade.
 - 2) Additional Chief Electoral Officer & Ex-Officio Additional Secretary to Government of Group-A Grade.
 - 3) Additional Chief Electoral Officer (Expenditure Monitoring) of Group-A Grade.
 - 4) Joint Chief Electoral Officer (Technical) of Group-A Grade.
 - 5) Joint Chief Electoral Officer (E-Roll) of Group-A Grade.
 - 6) Joint Chief Electoral Officer (EVM) (Training & Election Expenditure) of Group-A Grade
 - 7) Joint Chief Electoral Officer (Admin) of Group-A Grade.
 - 8) Deputy Chief Electoral officer (Expenditure Monitoring) of Group-A Grade.
 - 9) Deputy Chief Electoral officer (Finance) of Group-A Grade.
 - 10) Under Secretary to Government of Group-A Grade.
 - 11) Assistant Chief Electoral Officer of Group-A Grade.
 - 12) Assistant Chief Electoral Officer of Group-A Grade.
 - 13) Section Officer, Establishment & Forms Section of Group-B Grade.
 - 14) Section Officer, Electoral Registration Section of Group-B Grade.
 - 15) Section Officer, General Section & EVM of Group-B Grade.
 - 16) Section Officer Electors' Photo Identity Card Section (Temporary post) of Group-B Grade.
 - 17) Accounts Section headed by an Accounts Superintendents from the State Accounts Department.
 - 18) Computer Section headed by a Senior Computer Programmer.

(ii) The powers and duties of its officers and employees:

- 1) Chief Electoral Officer & Ex-Officio Secretary to Government, DPAR (Elections):

Administration and management of DPAR (Elections)-Department under the guidance and instructions of the Election Commission of India. Correspondence with Election Commission of India, attending meetings, conferences and Seminars convened by Election Commission of India at New Delhi. Release of grants to the District Election Officers and issue of instructions pertaining to Revision of electoral rolls, conduct of elections, etc. Reviewing authority in respect of the Annual performance reports of the officers of DPAR (Elections).

2) Additional Chief Electoral Officer & Ex-Officio Additional Secretary to Government, DPAR(Elections):

In the capacity of Additional/Joint head of the department, assists the Chief Electoral Officer in the Conduct of Elections and other administrative works. Performs the duty of Drawing Officer. Corresponds with Election Commission of India, and arranges meetings and conferences with the Officers of Election Commission of India and District Election Officers.

3) Joint Chief Electoral Officers, DPAR (Elections):

Assists the Additional Chief Electoral Officers in the Conduct of Elections and other administrative works. Performs the duty of Drawing Officer. Corresponds with Election Commission of India, and arranges meetings and conferences with the Officers of Election Commission of India and District Election Officers.

4) Deputy Chief Electoral Officer & Ex-Officio Under Secretary to Government, DPAR (Elections):

He is the Head of all the Sections of DPAR (Elections). Reviewing the files put up by the Section Officers of various Sections of DPAR (Elections) and making recommendations/suggestions to take final decision by the CEO/ Addl,CEO/JCEO. Leave sanctioning authority in respect of Group-B, Group-C and Group-D officials of the office. Reporting authority in respect of the Annual PRs of the Group-B Officers Reviewing authority in respect of the Annual PRs of Group-C officials of DPAR (Elections).

1) Section Officer Forms & Establishment Section and supporting staff:

- i) Establishment matters pertaining to the Officers of DPAR (Elections); Postings of election staff to the offices of the District Election Officers, postings of EROs and AEROs.
- ii) Matters relating to supply of furniture and office equipments to the offices of the DEOs and EROs.
- iii) Matters relating to postal facilities, Telephones, and purchase of Fax Machines, Computers and peripherals, etc. and their annual maintenance contracts, etc.
- iv) Co-ordination work in the office of the Chief Electoral Officer and other miscellaneous matters.
- v) Printing and supply of forms and covers required for revision of electoral roll; General elections/bye-elections to Lok Sabha and State Assembly and Legislative Council.
- vi) Procurement/printing and supply of Election related books and publications like Manual of Election Law; Handbook for Returning Officers, Handbook for Presiding Officers, etc,
- vii) Printing and supply of ballot papers pertaining to Lok Sabha, Assembly; Council and Presidential Elections.
- viii) Supply of polling materials required for elections.
- ix) Files relating to Ballot Boxes.
- x) Matters relating to Polling stations of Loksabha, Assembly and Council Elections.

- xi) Sending Monthly return of Vacancy and Party position pertaining to both the Houses of Legislature to the Election Commission of India.
- xii) Matters relating to Recognized and Registered Political Parties.
- xiii) Secret Seals of the Commission.
- xiv) Issue of ID cards to the electors. – EPIC Campaign.

2) Section Officer, Electoral Registration Section and supporting staff:

- i. Preparation and revision of electoral rolls of Assembly constituencies including Service voters.
- ii. Preparation and revision of electoral rolls of Council Constituencies.
- iii. Remuneration regarding revision of electoral rolls.
- iv. Submission of monthly report on election work to the Election Commission of India.
- v. Printing of electoral rolls and fixing of rates for printing and sale price.
- vi. Declaration of Dry Day during elections.
- vii. Declaring holidays on poll days.
- viii. Appointment of polling personnel.
- ix. Issuing guidelines to the political parties regarding printing of pamphlets and other publicity materials during elections.
- x. Code of conduct of political parties.
- xi. Postponement of Shandy if it falls on polling day.
- xii. Requisition of vehicles and buildings for elections.
- xiii. Police Bandobust for elections.
- xiv. Movement programme for polling personnel.
- xv. Issuing instructions regarding ensuring of free and fair elections.
- xvi. Matters relating to submission of Accounts of election expenses by the contesting candidates in the Elections.
- xvii. Matters relating to Disqualification from contesting in elections.
- xviii. Election Petitions.

3) Section Officer, General Section of Group-B Grade and Supporting Staff:

- i. Preparation and revision of electoral rolls of Assembly constituencies including Service voters.
- ii. Forwarding the Statutory instructions issued by the Election Commission of India to all the District Election Officers and others connected with election work.
- iii. Appointment of Returning and Assistant Returning Officers.
- iv. Appointment of Electoral and Assistant Electoral Registration Officers.
- v. Conduct of elections to Lok Sabha; Legislative Assembly; Rajya Sabha and Legislative Council
- vi. Matters relating to allotment of symbol.
- vii. Matters relating to Delimitation of Constituencies.
- viii. Matters relating to various stages of election from issue of Public notice till the withdrawal of candidatures including publication of lists of contesting candidates.
- ix. Counting of votes, declaration of results and allied matters.
- x. Election Statistics including return of election, index card, etc.
- xi. Matters relating to safe custody and disposal of election papers.
- xii. Supply of copies of State Gazette to the Commission.

4) Accounts Section:

- i. Preparation of Budget (Central and State)
- ii. Payment of Bills.
- iii. Condonation of delay
- iv. Reconciliation and consolidation of accounts.
- v. Appropriation of Accounts and preparation of Audit reports.

- vi. Furnishing replies to Audit objections.
- vii. Other Miscellaneous matters relating to Accounts including office imprest.
- viii. Reimbursement of Central Government share.
- ix. Claims statement of ROs, AROs, etc.
- x. Allotment of funds.
- xi. Settlement of T.A. claims.
- xii. Inspection of subordinate offices.

5) Computer Section:

Matters relating to Computerization of electoral rolls; election data, and all other computer related activities as per the Election Commission of India's instructions.

(iii) The procedure followed in the decision making process, including channels of supervision and accountability:

This office functions on the basis of the guidelines issued by the Election Commission of India. Effective implementation of the directions of the Commission through District Election Officers.

(iv) The norms set by it for the discharge of its functions:

All works in the Office are carried out strictly on the guidelines issued by the Election Commission of India.

(v) The rules regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its functions:

The particulars are given in Annexure-II.

(vi) A statement of the categories of documents that are held by it or under its control.

Same as the reply to item No.(v)

(vii) The particulars of any arrangement that exists for consultation with, or representation by the members of the public in relation to the formulation or its policy or implementation thereof:

Nil

(viii) A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public or the minutes of such meetings are accessible for public.

Nil

(ix) A directory of its officers and employees:

The information is furnished vide Annexure-I

(x) The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations:

The information is furnished vide Annexure-I

(xi) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports or disbursements made.

No Scheme / Plans are formulated by this office. All expenditures are non-plan.

(xii) The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.

All the schemes are non-plan schemes.

(xiii) Particulars of recipients of concessions, permits or authorizations granted by it.

Does not arise in view of replies to (xi) and (xii) above.

(xiv) Details in respect of the information, available to or held by it, reduced in an electronic form:

There is a separate web-site for the office of the Chief Electoral Officer, Karnataka and it is as follows: <http://ceokarnataka.kar.nic.in>

(xv) The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.

There is no separate library for the office of the Chief Electoral Officer, Karnataka. Citizens can obtain information during the office hours.

(xvi) The names, designations and other particulars of the Public Information Officers:

Shri Manoj Kumar Meena, Chief Electoral Officer & Ex-Officio Secretary to Government, DPAR (Elections).	Public Authority
Shri. Ajay Nagabhushan Additional Chief Electoral Officer & Ex-Officio Additional Secretary to Govt., D.P.A.R. (Elections).	Appellate Authority
Sri K.M.Pranesh Assistant Chief Electoral Officer & Ex-Officio Under Secretary to Government, DPAR (Elections).	Public Information Officer
Sri. Basir Ahmed B. Turki PS to CEO, DPAR (Elections).	Assistant Public Information Officer
Sri. Shivmurthy.S Section Officer, Forms & Establishment Section, DPAR (Elections).	Assistant Public Information Officer
Vacant Section Officer, ER Section DPAR (Elections).	Assistant Public Information Officer
Vacant Section Officer, General Section DPAR (Elections).	Assistant Public Information Officer

(xvii) Such other information as may be prescribed and thereafter update these publications every year.

Nil

	<p>By Order and in the Name of the Governor of Karnataka,</p> <p>(Madhu.A.C) Assistant Chief Electoral Officer and Ex-Officio Under Secretary to Govt., D.P.A.R. (Elections) I/c.</p>
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To.

Office Notice Board.

ANNEXURE-I

Sl. No	Name of the Officer/ Official	Designation	Gross Salary
1	Sri.Manojkumar Meena	Chief Electoral Officer	256434
2	Sri.Ajay Nagabhushan	Additional Chief Electoral Officer	249008
3	Smt.Priyanka Mary Francies	Additional Chief Electoral Officer	162424
4	Sri.V.Raghavendra	Joint Chief Electoral Officer	116727
5	Sri.Gnanesh.H	Joint Chief Electoral Officer	116727
6	Sri.ShambhuBhat	Joint Chief Electoral Officer	122370
7	Sri.K.M.Pranesh	Deputy Chief Electoral Officer	98762
8	Sri.Basheer Ahmed B Turki	Under Secretary	89255
9	Sri.Shivamurty S	Section Officer	68899
10	Smt.Rohini.C.K	Account Superintendent	63411
11	Sri.Girish P.	Senior Assistant	56982
12	Sri.Shivappa,	Senior Assistant	59803
13	Sri.Madhusudhan H.V.	Assistant	46884
14	Sri.Nijagunamurthy.N.V	Assistant	47997
15	Sri.Manjunath.N.	Assistant	46884
16	Sri.Ramesh.R	Assistant	50373
17	Sri.Amasidda Kattimani	Assistant	49111
18	Sri.Srinivas	Assistant	49370
19	Smt.Soumya. B.S	First Division Account Assistant	44656
20	Sri.Manjunath T.M	First Division Account Assistant	44656
21	Sri.Girish.T	First Division Account Assistant	44656
22	Smt.Lakshmi H.G	Stenographer	52986
23	Sri.Ravi	Junior Assistant	35598
24	Sri.Jayaraj.V.G	Junior Assistant	38322
25	Sri.AvinashYalakar	Junior Assistant	35598
26	Sri.Upendra Kumar.K	Junior Assistant	34781
27	Sri.Raghavendra.G	Junior Assistant	35598
28	Sri.Harish Gowda. N	Junior Assistant	35598
29	Sri.Maruthi Kanatti	Junior Assistant	35598
30	Smt.Aswini.R	Second Division Account Assistant	34781
31	Sri.Manjunath.Mathad	Data Entry Assistant	33522
32	Sri.Parashuram Shetteppagol	Data Entry Assistant	34836
33	Smt.Chaitra. G	Data Entry Assistant	33522
34	Sri.Dhananjay	Data Entry Assistant	33522
35	Sri.Murthy	Jamedar	48397

Sl. No.	Name of the Officer / Official	Designation	Gross Salary drawn per month (Rs.)
	Sri / Smt.		
36	Sri.Shivkumar B.J	Jamedar	46170
37	Sri.Rangappa	Dalayat	46710
38	Sri.Renuka R	Driver	44942
39	Sri.Siddagangaiah	Driver	41834
40	Sri.Harish Y.S	Driver	44942
41	Sri.Rajashekharaiiah	Driver	53121
42	Sri.Narsimhamurthy	Driver	40498
43	Sri.Ravikumar.R	Driver	48394
44	Sri.Suresh.K.V	Driver	56505

ANNEXURE-II

THE RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS HELD BY DPAR (ELECTIONS) AND WHICH ARE USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTIONS

1. The Manual of Election Law.
2. The Handbook for Returning Officers of elections to Parliament and Legislative Assembly (At Elections where Electronic Voting Machines are used).
3. The Handbook for Returning Officers of elections to Karnataka Legislative Council.
4. The Handbook for Presiding Officers (At elections where EVMs are used).
5. The Handbook for Polling Officers (At elections where EVMs are used).
6. The Handbook for Polling Agents (At elections where EVMs are used).
7. The Handbook for Counting Agents (At elections where EVMs are used).
8. The Handbook for Candidates (At elections where Electronic Voting Machines are used).
9. The Compendium of Instructions.
10. Handbook for Electoral Registration Officers.
11. The election statistics books of last General Elections.
12. Instructions for guidance of contesting candidates for lodging their Accounts of Election expenses.

(Madhu.A.C)

Assistant Chief Electoral Officer and
Ex-Officio Under Secretary to Govt.,
D.P.A.R. (Elections)