



कार्यालय, मुख्य चुनाव अधिकारी, दिल्ली  
OFFICE OF THE CHIEF ELECTORAL OFFICER, DELHI

पुराना सेंट स्टीफन कॉलेज भवन  
कश्मीरी गेट, दिल्ली - 110006.

Old St. Stephen's College Building  
Kashmere Gate, Delhi-110006

F.No.CEO/B&A/109(48)/2008/ 1433  
CD-000127700

Date: 22/3/24

ORDER

With the concurrence of the Finance Department, GNCTD, to the rates approved by the Election Commission of India, vide U.O. No. 269 dated 13.03.2024 the rates of remuneration to be paid to the staff deployed on Election Duty for the General Election to Lok Sabha-2024 are as under:-


Sl.	Designation of Officers/Officials	Minimum Rate of Remuneration
1.	Sector Officer	Rs. 5000/- lump sum
2.	Master Trainer	Rs. 2000/- lump sum
3.	Presiding Officer/Counting Supervisor /Reception Supervisor	Rs. 350/- per day or part thereof
4.	Polling Officers/Counting Assistant/ Reception Assistant	Rs. 250/- per day or part thereof
5.	Class-IV/MTS	Rs. 200/- per day or part thereof
6.	Packed Lunch and/or Light Refreshment	Rs. 150/- per day or part thereof
7.	Video Surveillance Team, Video Viewing Team, Accounting Team, Expenditure Monitoring Control Room and Call Center Staffs, Media Certification and Monitoring Committee, Flying Squads, Static Surveillance Team, Expenditure Monitoring Cell	Class-I/II (Rs.1200/- lump sum) Class-III (Rs. 1000/- lump sum) Class-IV (Rs. 200/- per day)
8.	Micro Observer	Rs. 1000/- lump sum
9.	Assistant Expenditure Observer	Rs. 7500/- lump sum for full time duty and for partial duration on pro rata basis

The above mentioned rates are equally applicable to police personnel actually deployed on polling booths/counting centres.

The above rates are payable to the staff for attending training class, collecting polling material as well as attending duty on the polling day/counting day.

The letter of the Commission communicated vide this office letter No.CEO/Admn/104(2)/2013/Cir/16980-94 dated 20.03.2014 inter-alia direct that keeping in view the long hours of duty, the day next to the day of polling is also to be treated as period on Election Duty. Accordingly, polling staff shall be paid for maximum 4 days for training, collecting polling materials etc. and 2 days for polling day, subject to the condition that such number of trainings are actually attended and recorded.

The Reserve Staff shall be paid 4 days for training and only 1 day for polling day.

  
22/3/2024

The Reception Duty Staff may be paid remuneration for 2 days i.e. 1 day for training and 1 day for attending the duty on reception counter on polling day.

The Voter Assistance Booth Staff may be paid remuneration equal to Polling Officers, i.e. Rs. 250/- per day, for 2 days i.e. 1 day for training and 1 day for attending the duty on polling day.

The Counting Duty Staff (including statistical staff) may be paid remuneration for 2 days i.e. 1 day for training and 1 day for attending the duty on counting day.

The MTS/Class-IV/Volunteers deployed for assisting voters with disabilities will be paid remuneration @ Rs.200/- per day for 2 days i.e. 1 day for training and 1 day for attending the duty on polling day.

If some Micro-Observer is deployed for polling day as well as on counting day, it will be treated as separate duty and remuneration will be paid accordingly.

All the Assistant Expenditure Observers and Executive Magistrates (Team In-Charge) of Flying Squad deployed are to be reimbursed Rs. 500/- (Rupees Five Hundred Only) as a fixed amount on account of Mobile Recharge for whole election process.

The staff deployed on polling stations/counting centres may be provided with packed lunch and/or light refreshment @ Rs. 150/- per head per day. In case of difficulty in respect of providing packed lunch, a cash payment @ Rs. 150/- per head may be paid to poll/counting staff. Further Police Personnel deployed on Election work on poll/counting day including Mobile parties/Home Guards/Forest Guards/Gram Rakshak Dal/NCC Sr. Cadets/Ex-Army/Central Police Force may be provided with packed lunch/refreshment or payment in lieu thereof as is being given to Polling/Counting personnel. No refreshment charge should be paid to the reserve parties for polling day as they can be spared immediately, if they are not needed on that day.

The above rates may be strictly adhered to and all personnel on election duty be well apprised of these rates during training etc.

All the DEOs/ROs are requested to ensure that the officers/staff deployed on Election Duty for the General Election to Lok Sabha-2024 are paid accordingly and following conditions are to be followed:-

- i. All codal formalities be observed and provisions of GFR-2017 also be observed.
- ii. Financial prudence and economicity of expenditure should be followed.
- iii. Economies of scale shall be adhered invariably.
- iv. Demand of goods or services or both shall not be divided into small quantities to make piecemeal procurement to avoid applicability of relevant provision of GFR-2017.
- v. All instructions/guidelines/OMs issued by ECI, FD, GoI, GNCTD, CVC, etc from time to time be followed.
- vi. DEO/CEO will ensure that no duplicate payment is made. Proper verification of bills against the work order, stock entry, etc shall be made in accordance with the extant rules/guidelines. Payment to the vendor including advance, if any shall be governed by provisions of GFR-2017.
- vii. The instructions issued by FD's OM dated 07.09.2021 shall be followed.

The actual expenditure booked on this account may be intimated to Audit Officer, CEO (HQ) as the same is to be conveyed to Finance Department, as per the approval.

  
(SATENDRA KUMAR)

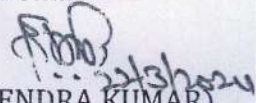
ASST. CHIEF ELECTORAL OFFICER (VIG)

F.No.CEO/B&A/109(48)/2008/1433

Date: 22/03/24

Copy for information and necessary action to:-

1. Dy. Secretary , Finance (Exp-III) Department, Govt. of NCT of Delhi, Delhi Sectt., Delhi-110002.
2. All District Election Officers/Returning Officers - with the request to submit expenditure booked on this account within 7 days after completion of Election process.
3. All SDMs(Election), all 11 Districts.
4. All Nodal Officers of various Central / State Govt./Autonomous Bodies/Govt. Undertakings with the request to upload on website of their Department for easy access to all concerned.
5. All Branch In-Charges of CEO (HQ), Delhi.
6. All DDOs/PAOs concerned through concerned department/office.
7. System Analyst, CEO (HQ) with the request to upload the order on website of CEO, Delhi.
8. Guard File.

  
(SATENDRA KUMAR)  
ASST. CHIEF ELECTORAL OFFICER (VIG.)