To,

The Chief Commissioners of Central Excise (All),
The Chief Commissioners of Customs (All),
The Chief Commissioner of Service Tax (All)
The Directors General of Customs & Central Excise (All)
The Commissioners of Customs & Central Excise (All - I/c of Dtes)
The Commissioner, Settlement Commission,
Delhi/Mumbai/Kolkata/Chennai
The Chief Controller of Factories, Delhi,
The Narcotics Commissioner, Gwalior
The Chairman, Authority for Advance Ruling,
The CDR/ CESTAT, New Delhi.
The Joint Secretary (Admn.) {for IRS (C&CE) officers posted in CBEC}

Sir/Madam,

Subject: - General Election to the Legislative Assemblies of Assam, Kerala, Puducherry, Tamil Nadu and West Bengal – reg.

Ministry vide letter F.No. 26014/5/2016-Ad-II dated 13.01.2016 has requested this Directorate to send a list of 150 officers of IRS (C&CE) cadre belonging to 1992 to 2011 batches in the format enclosed for empanelment as Election Observer in the ensuing General Election to the State Legislative Assemblies of of Assam, Kerala, Puducherry, Tamil Nadu and West Bengal.

2. Ministry has further stipulated following criteria which should be adhered to while forwarding the list of the officers for the above purpose. The same are extracted below:

(i) Names of the officers who are on long leave / long term training and those who are having medical illness and hence will not be in a position to do field election duty during this period have to be avoided.
(ii) Names of the officers who have less than 03 years for retirement, who had earlier been removed by the Election Commission from various election related duties and the officers against whom Election Commission has recommended disciplinary action and those against whom any criminal case is pending in any court of law, should not be included.

(iii) Officers falling within allotment year 1992 to 2011 only may be considered for nomination.

(iv) It should be ensured that the names of some of the officers are not repeatedly sponsored year after year and some officers are not left out of the election duty continuously for years together.

(v) No request for replacement at last moment on personal and other administrative grounds will be entertained.

3. In view of foregoing, it is requested to provide a list of IRS (C&CE) officers presently posted under your charge and falling within 1992 to 2011 years of allotment/promotion with remarks indicating the officers' availability or non-availability or those who can not be spared, with specific reason in each individual's case in the Proforma enclosed.

4. As the matter concerns directions of the Election Commission of India, utmost importance may kindly be attached to the same and it may be ensured that the reply complete in all respect reaches this Directorate by Return FAX (011-25729905 or 011-25729871) and e-mail at databank.dghrd@nic.in followed by a postal copy of the same.

Encl : As above

Yours faithfully,

(Sanjeev K Singh)
Joint Director (HRM)

Copy for information to Shri S.A. Ansari, Under Secretary, Ad-II, CBEC, North Block, New Delhi – with reference to his office letter F.No. 26014/5/2016-Ad-II dated 13.01.2016.
To,
The Additional Director General (HRM),
Directorate General of Human Resource Development,
409/8, Deep Shikha Building, Rajendra Place,
New Delhi - 110008

Subject: General Election to the Legislative Assemblies of Assam, Kerala, Puducherry, Tamil Nadu and West Bengal – reg.

Sir,

I am directed to forward herewith a copy of D.O. letter No. No.464/Exp.Obs.2015/EEPS/Vol.VIII/88 dated 11\textsuperscript{th} January, 2016 received from Shri S.K. Rudola, Pr. Secretary, Election Commission of India, on the above mentioned subject and to request you to send a list of names of 150 IRS(C&CE) Officers for consideration for appointment as Election Observers. While nominating the names of the officers, the points mentioned in sub para (1) to (6) of para 2 of the letter dated 11\textsuperscript{th} January, 2016 of the Commission may be kept in mind.

2. It is requested that the list of the nominated officers may be sent to this office latest by 15\textsuperscript{th} January, 2016 so that the same can be forwarded to the Election Commission of India within the stipulated date.

Yours faithfully,

Encl: As above.

(S.A. Ansari)
Under Secretary to the Government of India
Tel. No. 011-23095528
As you are aware that the term of Legislative Assemblies of Assam, Kerala, Puducherry, Tamil Nadu and West Bengal are due to expire by June 2016. Besides, a number of Bye-elections are to be held in various States during intervening period subsequently. Deployment of Expenditure Observers and the close observation of process of elections at the constituency level has become an integral part of election management in the country. As the micro management has become a proven methodology, the role of Observer in ensuring free and fair election in the country has become more and more relevant in recent times.

Having made a detailed study of the requirement of Expenditure Observers during above said period, the Election Commission of India has decided to get a list of names of 150 IC&CES officers sponsored for consideration to be appointed as Election Observers. The Board is requested to take the following important points into consideration while nominating officers to be appointed as Election Observers:-

1) The list will be valid for the calendar year 2016 or till receiving of the names of the next panel from the CBEC, whichever is later.

2) The names of the officers who are on long leave, who are on long term training, within the country or overseas, who are having medical illness and hence will not be in a position to do field election duty during this period, have to be avoided.

3) The names of the officers who have less than 3 years for retirement, who had earlier been removed by the Election Commission from various election related duties and the officers against whom Election Commission has recommended disciplinary action and those against whom any criminal case is pending in any court of law should not be sponsored.

4) Officers falling within allotment year 1992 to 2011 only may be considered for nomination. However, in case it is found difficult, the Board would like to nominate the officers outside this zone of consideration, it may do so by relaxing one or two years maximum. However, that would be subject to the final approval of the Election Commission.
5) In order to ensure that the names of some of the officers are not repeatedly sponsored year after year and some officers are not left out of the election duty continuously for years together, the Election Commission of India has desired that the information should be furnished in proforma enclosed.

6) While sponsoring the names, it is requested to bear it in mind that the Election Commission of India has decided not to accept any request for last moment replacement on personal and other administrative reasons. This needs to be taken in to consideration while sponsoring the names for this purpose.

The information in enclosed proforma from your department may be sent in hard as well as soft copy for the Commission’s consideration and decision latest by 15th January, 2016. Any change in the contact/posting details of the officers sponsored may be informed to the Commission.

The Election Commission further desires that a nodal officer may be appointed by CBEC for coordinating the flow of information and other aspects of deployment of Observers and the nodal officer’s name, designation, mobile number, office phone number, fax number and e-mail ID may be communicated to the Election Commission of India at the earliest.

With best regards,

Yours sincerely,

(S. K. RUDOLA)
Pr. SECRETARY

Shri Arun Goel
Joint Secretary (Admn.-CBEC) Ministry of Finance
Department of Revenue
Room No.155-C, North Block
New Delhi
Note: Any change in the posting/contact details of the officers should be intimated to the Commission.