

WEST BENGAL STATE ELECTION COMMISSION
18, SAROJINI NAIDU SARANI
KOLKATA – 700 017

No. 1357-SEC/4T-5/2010

Date: 30.04.2018

From : The Secretary,
 West Bengal State Election Commission

To : The Principal Accountant General (A&E), West Bengal,
 Treasury Buildings,
 Kolkata – 700 001

Sir,

I am directed to state that the State Election Commissioner, West Bengal has been pleased to decide that the Polling/ Counting personnel, actually deployed on polling/ counting duty on polling booths/ counting centres in connection with the Panchayat General Election-2018, scheduled to be held on the 14th May, 2018 in the 20 districts of West Bengal, shall be paid election allowances only as per rate detailed below:

Sl	Designation of Officer/ Officials	Duty	Minimum Rate of Remuneration (Rs.)
1.	Zonal Magistrate/ Sector Officer/ Liaison Officer to Observer		1500/- lump sum
2.	Sector Assistant		1100/- lump sum
3.	Master Trainer		350/- per day, subject to a maximum of 1000/-
4.	Presiding Officer	Training, Collecting polling materials, Polling Duty & Second day of polling, if any	350/- per day or part thereof.
5.	Counting Supervisor	Training & Counting duty including sealing, tabulation and other work related to counting	350/- per day or part thereof.
6.	Polling Officer/ Counting Assistant	For duties mentioned in row 4 and 5 respectively	250/- per day or part thereof
7.	DCRC/ Sector staff	For engagement in other election duties as well	200/- for P-1 day. 300/- for P-day. 200/- for Counting day.
8.	Class IV/ Menials	For polling/ counting duty, DCRC, Training centre, Sector office, Counting venue etc.	200/- per head per day.
9.	Packed lunch and/ or light refreshment	For polling/ counting personnel	150/- per head per day.
		For drivers/ khalasis etc.	150/- per head per day.

The rates have been fixed irrespective of the distance to be traveled by them in vehicles provided by Govt. to reach the polling stations concerned.

Polling Party

In addition to the above, each polling party may also be given a fixed amount of Rs.300/- (Rupees three hundred) only towards contingent expenditure and this amount will be paid to the Presiding Officer of the party or, in his absence, to the Polling officer authorised to discharge the functions of the Presiding Officer. The Presiding Officer who will be engaged on poll duty will be paid additional Rs. 50/- (Rupees fifty only) for mobile phone recharging allowance for sending poll reports by SMS.

Reserve Polling/ Counting Personnel

The reserve polling personnel will get training allowance, and election duty allowance, if appointed, for duty, at the same rate as mentioned in the preceding paragraphs. A member of the reserve polling personnel who has to make night halt on the day preceding the poll day shall be paid election charges of Rs. 150/- (Rupees One hundred and fifty) only and those who will be released before 12 night of P-1day will be paid Rs. 75/- (Rupees seventy five) only as the case may be. The reserve polling personnel who has to make night halt will also get Rs. 150/-(Rupees One Hundred and Fifty only) in lieu of food packet.

The reserved counting personnel will be paid Rs. 150/- (Rupees One Hundred and Fifty only).

Cash payment for Food/ lunch

In case of difficulty in providing packed lunch/ light refreshment, a cash payment @ Rs. 150/- per head may be made.

Water Carriers

Water Carriers who will be engaged in connection with the election shall be paid @ Rs. 200/- (Rupees Two Hundred only) per head per day.

Tiffin charges for Officers and Staffs deployed by the districts

The payment of Tiffin charges to such officers and staffs of the District Panchayat Election Officers and Panchayat Returning Officers who are actually deployed for election duties, shall be for more than two hours work in addition to their normal hours of duty on each day @ Rs.45/- (Rupees forty-five) only per head per day on the working days and @ Rs.75/- (Rupees seventy-five) only per head per day on Saturday, Sunday and holiday for the period from the date of publication of this Commission's Notification for elections to the date fixed for completion of the election process. This order will not apply to the officials on polling duties and on counting duties.

The Commission expects that the District Panchayat Election Officers and the Panchayat Returning Officers will exercise their discretion with utmost care while granting Tiffin allowance to the officers and staff actually deployed in connection with the ensuing Panchayat General Election-2018.

Tiffin allowances will be admissible on certification to the following effect, by the District Panchayat Election Officer/ Panchayat Returning Officer concerned in respect of the staff deployed by him :

- i) THAT no TA/DA/OT or any kind of Allowances, Conveyance charges has been drawn by the incumbent concerned for the same period for which Tiffin allowances have been sanctioned;
- ii) THAT the extra work for two hours or more of duty put in during working days is either before normal office hours or beyond the normal office hours, provided both are not taken together ;
- iii) THAT no Tiffin or light refreshment has been supplied to the incumbent concerned on the relevant dates for which Tiffin allowances have been sanctioned.
- iv) THAT no compensatory casual leave (CCL) will be sanctioned to the incumbent concerned for working on Saturday, Sunday and holiday during the period for which Tiffin charges have been sanctioned.

The Drawing & Disbursing Officer

The District Panchayat Election Officer/ Panchayat Returning Officer concerned will be the Drawing and Disbursing Officer for this expenditure.

The Head of Account

The charge will proceed against the head of account 40 "2515-Other Rural Development Programmes-00-800-Other Expenditure-NON-Plan-002-Panchayat Elections [PN]-V-50-Other charges".

Yours faithfully,

sd/-

Secretary,

West Bengal State Election Commission

No. 1357/1(24)-SEC/4T-5/2010

Date 30.04.2018

Copy forwarded for information and necessary action to the :-

- 1) Principal Accountant General (Audit), West Bengal, Treasury Buildings, Kolkata – 700 001.
- 2) Accountant General (Local Body Audit), West Bengal, MSO Buildings, CGO Complex, 5th Floor, DF Block, Sector-I, Salt Lake, Kolkata – 700 064.
- 3) District Panchayat Election Officer & District Magistrate, Alipurduar / Jhargram / Purba Burdwan / Paschim Bardhaman / Jalpaiguri / Purba Medinipur / Birbhum / Nadia / North 24-Parganas / Murshidabad / Bankura / South 24-Parganas / Paschim Medinipur/ Uttar Dinajpur / Dakshin Dinajpur / Cooch Behar / Howrah / Hooghly / Purulia / Malda. All concerned may be informed accordingly
- 4) Treasury Officer, _____.
- 5) Principal Secretary, Panchayat & R.D. Department, Govt. of W.B., Joint Administrative Building, 6th to 9th Floor, HC-7, Sector III, Saltlake, Kolkata-700106.

Secretary 30/4/18

Secretary,

West Bengal State Election Commission