

Election Matter
Most Immediate
Time Bound

GOVT. OF NCT OF DELHI
DEPARTMENT OF SOCIAL WELFARE
(ADMINISTRATION BRANCH-II)
7TH FLOOR, MSO BUILDING, I.P. ESTATE
NEW DELHI-110002

No.F44(11)/Election/Misc/2023/ 12552-126/1

Dated:-

06 OCT 2023

CIRCULAR

Sub:- Manpower for Lok Sabha Election-2024

Please find enclosed herewith a form for Entering Details of Polling Personnel for Lok Sabha Election-2024. It is, therefore, requested to feed the information on the Election portal of DSW(HQ) all regular officers/Officials (Group A to C) working under your kind control including himself/herself and also generate the confirmation certificate before 10/10/2023 so that the confirmation certificate at the level of Nodal Officer, Election, DSW (HQ) may also be generated to Election office at DSW (HQ) level before 12/10/2023.

URL **ceo.delhi.gov.in** has been placed under operational mode by the CEO office. it is requested to access the said URL for further verifying and uploading the details of all officers/officials of your office accordingly.

For any query related to the election contact Sh. Pankaj, DEO (outsourced) at no. 9873474066 and Sh. Sunil Kumar, Jr. Assistant at no. 8826720982.

Encl:- As above.

Nodal Officer, Election, DSW(HQ)

No.F44(11)/Election/Misc/2023/ 12552-126/1

Dated:-

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Copy to:-

1. To All District/Homes/Institution, Department of Social Welfare, GNCT of Delhi (as per Annexure-A).
2. To Sr. System Analyst, DSW (HQ) with the request to upload the circular on the website of the Department.

Nodal Officer, Election, DSW(HQ)

1026 CC
6/10/23

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Form For Entering Details of Polling Personnel

Note: All * mark entries are must to provide.

Entry of employee is to be done by the office in which the employee is physically working.

EPIC No./Voter Id Card No* :- _____

Personal Information

Title of Official/Officer * :- Sh./Ms. _____

First Name of Official/Officer* :- _____

Middle Name of Official/Officer* :- _____

Surname of Official/Officer* :- _____

Gender * :- Male Female Third Gender

Marital Status * :- Unmarried Married Single Widow Widower

Father Name * :- _____

Spouse Name: - _____

Date of Birth (DD/MM/YYYY) * :- _____

Employee Category * :- _____

Department in which physically working * :- _____

Office Details in which physically working* :- _____

Whether Presently Residing in Delhi * :- Delhi Outside Delhi

Present Residential Address * :- _____

Pin Code*:- _____

Mobile No. * :- _____

Alternate Contact No. :- _____

E-Mail ID :- _____

Whether Appointed as BLO/BLO Supervisor * :- YES NO

If BLO, Assembly Constituency where posted as BLO _____

If BLO, AC Part No*:- _____

Whether belongs to any cadre :-

Whether employee on Long Leave, i.e. CCL/Medical Leave/EL. etc. :-

Leave Duration: - _____

Assembly Constituency

AC of Present Residential Address: - _____

AC in which working Presently: - _____

Specify the Home Town of Employee * :- Delhi Outside Delhi

AC of Home Town :- _____

Whether Register Voter * :- YES NO

Other Information

Whether Person with Disability * :- YES NO

Type of Disabilities:-

Percentage of Disabilities: - _____

Remarks:- _____