

**MOST IMMEDIATE**  
**LOK SABHA ELECTION MATTER**

No. A-43014/1/2018(Pt.)-D(Est.I/Gp.II)

Government of India  
Ministry of Defence

Room No. 320, 'B' Wing,  
Sena Bhawan, New Delhi  
Dated: 23<sup>rd</sup> January, 2019

**NOTICE**

Vide Mod ID No. A-43014/1/2018(Pt.)-D(Est.I/Gp.II) dated 17<sup>th</sup> January, 2019 all the controlling officers/officials at the Section level were requested to provide details in the prescribed format for the purpose of uploading their data in "Polling Party Personnel Information System" It has however come to the notice that most of the controlling officers/officials have not abided by the instructions despite telephonic requests. As the data are to be uploaded by 28<sup>th</sup> January, 2019, the controlling officers/officials are once again requested to send their details in the prescribed format duly signed by them.

2. It may be mentioned that in case they fail to send their details, their information would be uploaded in the "Polling Party Personnel Information System" on the basis of records already available in their Service Book & Personal File. Any error whatsoever would then lie on the individual officer/official concerned.

  
(Dipankar Dutta)  
Nodal Officer (Election) & Deputy Secretary

To,

*All the Section Officers/Controlling Officers of the Sections in the Ministry of Defence (Secretariat) i.e. DoD (including Finance Division), DDP, ESW & R&D Section of DRDO.*

Copy also to:

1. *The concerned Director/Deputy Secretary/Under Secretary-for information and desired action in the matter.*
2. *NIC -for uploading the same on the website of MoD (Secretariat)/ DS(IT)*
3. *All Notice Board in the MoD (Sectt.)*

Immediate  
Election Matter

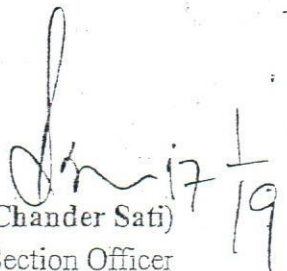
Ministry of Defence  
D(Est.1/Gp.II)

Subject:-Regarding obtaining the details of employees for uploading the same on the software of Polling Party Personnel Information System for Lok Sabha Election-2019 for Delhi.

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In connection with the above mentioned subject, the respective Section Officer /Controlling Officer concerned of the sections in the Ministry of Defence(Secretariat) i.e. in DoD(including Finance Division), DDP, ESW & R&D Section of DRDO are requested to get the details of their staff in the enclosed proforma. Further, they are also requested to separately furnish the list of non-gazetted officials (excluding MTS) posted in their Section.

2. The above two documents/information must reach the undersigned by 24.01.2019 so as to enable uploading the details on the software of Polling Party Personnel Information System for Lok Sabha Election-2019 for Delhi.

  
(Umesh Chander Sati)  
Section Officer

All the Section Officers/Controlling Officers of the sections in the Ministry of Defence (Secretariat) i.e. in DoD(including Finance Division), DDP, ESW & R&D Section of DRDO.

MoD ID No. A-43014/1/2018(Pt.)-D(Est.1/Gp.II) dated 17 January, 2019

Details of employees for uploading the same on the software of 'Polling Party Personnel Information System for Lok Sabha Election-2019 for Delhi.

Personal Information

1.	Name of Official/ Officer	
2.	Gender	Male / Female
3.	Marital Status	Married/Unmarried
4.	Father Name	
5.	Spouse Name	
6.	Date of Birth	
7.	Designation	
8.	Office address	
9.	Pay Level	
10.	Whether presently residing in Delhi	Delhi / Outside Delhi
11.	Present residential address	
12.	Mobile No.	
13.	Alternate Contact No., if any	
14.	E-mail ID, if any	

Assembly Constituency

15.	AC of Present Address	
16.	Home Town of Employee	
17.	AC of Home Town	
18.	Whether Register Voter	Yes / No
19.	EPIC No./Voter ID Card No	

Other Information

20.	Whether Person with Disability	
21.	Types of Disabilities	
22.	Percentage of Disabilities	
23.	Remarks	

Signature:

Name:

Designation:

Section:

Date: