

राजस्थान सरकार  
निदेशालय, चिकित्सा एवं स्वास्थ्य सेवायें, राजस्थान, जयपुर

क्रमांक: चि.प्र.(8)/जनरल/2024/39

दिनांक: 12/2/24

समस्त अधीक्षक, मेडीकल कॉलेज संलग्न चिकित्सालय,  
समस्त मुख्य चिकित्सा एवं स्वास्थ्य अधिकारी,  
समस्त प्रमुख चिकित्सा अधिकारी, राजस्थान।

विषय:- मतदान दलों एवं चुनाव ड्यूटी पर नियुक्त सुरक्षा कर्मियों को निशुल्क चिकित्सा सुविधा प्रदान करने बाबत।

संदर्भ:- मुख्य निर्वाचन अधिकारी, निर्वाचन विभाग, राजस्थान सरकार के पत्र क्रमांक एफ. 8(1)(6)निर्वा/2024/1011 दिनांक 06.02.2024 के क्रम में।

उपरोक्त विषयान्तर्गत लेख कि आमागी लोकसभा आम चुनाव 2024 में मतदान होगा, इन आमचुनाव में बड़ी संख्या में मतदान कार्मिक CAPFs एवं SAP/ राज्य पुलिस/अन्य राज्यों के पुलिस बल/बॉर्डर होमगार्ड/होमगार्ड/होमगार्ड के कर्मी व अन्य कार्मिक तैनात रहेगे।

अतः आपको निर्देशित किया जाता है कि मतदान दलो के सदस्य एवं चुनाव ड्यूटी पर नियुक्त सुरक्षाकर्मी यदि अपनी निर्वाचन ड्यूटी के दौरान बीमार या घायल हो जाता है तो उसको तुरन्त चिकित्सा सुविधा एवं समुचित उपचार की निःशुल्क व्यवस्था करना सुनिश्चित किया जावे, निःशुल्क उपचार हेतु आवश्यकता होने पर आरएमआरएस में उपलब्ध बजट का भी उपयोग किया जा सकता है।

निदेशक (जनस्वास्थ्य)  
चिकित्सा एवं स्वास्थ्य सेवायें  
राजस्थान जयपुर

क्रमांक: चि.प्र.(8)/जनरल/2024/39

दिनांक: 12/2/24

प्रतिलिपि: निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है:-

1. निजी सचिव, अति0 मुख्य सचिव, चिकित्सा एवं स्वास्थ्य विभाग राज0 जयपुर।
2. निजी सचिव, मुख्य निर्वाचन अधिकारी, निर्वाचन विभाग राजस्थान जयपुर।
3. निजी सचिव, प्रमुख शासन सचिव, चिकित्सा शिक्षा विभाग, जयपुर
4. निजी सचिव, महानिरीक्षक पुलिस, अपराध शाखा, राजस्थान।
5. निजी सहायक, निदेशक (जनस्वास्थ्य) चिकित्सा एवं स्वास्थ्य सेवायें, राज0 जयपुर।
6. समस्त प्रधानाचार्य एवं नियंत्रक मेडीकल कॉलेज राजस्थान, जयपुर।
7. समस्त जिला क्लक्टर राजस्थान।
8. समस्त सयुक्त निदेशक जोन चिकित्सा एवं स्वास्थ्य सेवायें, राजस्थान
9. प्रभारी सर्वर रूम मुख्यालय को भेजकर लेख है कि उक्त पत्र को संबंधित को ई-मेल एवं विभाग की वेबसाईट पर अपलोड कराना सुनिश्चित करावे।
10. रक्षित पत्रावली

निदेशक (जनस्वास्थ्य)  
चिकित्सा एवं स्वास्थ्य सेवायें  
राजस्थान जयपुर

# ELECTION URGENT

चुनाव अति-आवश्यक

राजस्थान सरकार  
निर्वाचन विभाग

**विषय:** आगामी लोकसभा आम चुनाव, 2024 — मतदान दलों एवं चुनाव ड्यूटी पर नियुक्त CAPFs एवं SAP को चुनाव ड्यूटी के दौरान कैंशलेस चिकित्सा सुविधा मुहैया कराने बाबत।

**प्रसंग:** भारत निर्वाचन आयोग का पत्र क्रमांक No.218/6/2022/EPS दिनांक 09.03.2023 एवं पत्रांक No.464/INST/2024/EPS दिनांक 01.02.2024

उपरोक्त विषयान्तर्गत भारत निर्वाचन आयोग के प्रासंगिक पत्र दिनांक 09.03.2023 में निर्देश है कि चुनाव के दौरान किसी कार्मिक तथा सुरक्षा व्यवस्था में लगे कार्मिक के बीमार हो जाने अथवा किसी दुर्घटना में घायल हो जाने पर उसे अच्छे अस्पताल में उपचार दिलाये जाने की व्यवस्था की जावे। इस हेतु अस्पतालों में निःशुल्क इलाज की सुविधा उपलब्ध कराने हेतु पूर्व से ही सम्पर्क किया जाकर आवश्यक व्यवस्थाएँ सुनिश्चित की जावे।

चूंकि लोकसभा आम चुनाव, 2024 के दौरान मतदान दलों में राज्य के विभिन्न विभागों/निकायों के अधिकारियों, कर्मचारियों तथा पुलिस बल, केन्द्रीय पुलिस बल, होम गार्ड्स एवं फोरेंस गार्ड्स बड़ी संख्या में नियुक्त किये जायेंगे। सुरक्षा कर्मी मतदान पूर्व फील्ड में तैनात किये जायेंगे और मतदान दलों के साथ भी तैनात रहेंगे। इन मतदान दलों और सुरक्षा बलों का कोई भी सदस्य इस दौरान बीमार हो सकता है या कोई दुर्घटनाग्रस्त भी हो सकता है, ऐसे बीमार/घायल कार्मिक को तत्काल निःशुल्क चिकित्सा सुविधा मुहैया करायी जानी है।

आयोग ने अपने प्रासंगिक पत्र दिनांक 01.02.2024 द्वारा अवगत कराया है कि घायल सुरक्षा/ मतदान कर्मियों के उपचार में तेजी लाने के लिए, चुनाव अवधि के लिए सर्वोत्तम और आधुनिक सुविधाओं वाले चिकित्सा संस्थानों के साथ कैंशलेश उपचार सुविधाओं की व्यवस्था/टाई-अप पहले से सुनिश्चित की जावे। (प्रति संलग्न) आयोग ने उक्त सूचना दिनांक 29.02.2024 से पूर्व भिजवाने का अनुरोध किया है।

अतः भारत निर्वाचन आयोग के प्रासंगिक पत्र दिनांक 09.03.2023 एवं 01.02.2024की छायाप्रतियां संलग्न कर अनुरोध है कि अपने विभाग के अधिकारियों/चिकित्सालयों को निर्देशित करावे कि आगामी लोकसभा आम चुनाव, 2024 के दौरान मतदान दलों के सदस्यों एवं चुनाव ड्यूटी पर नियुक्त सुरक्षा बलों में से यदि कोई सदस्य निर्वाचन के दौरान बीमार या घायल होता है तो उसका तुरन्त अच्छे अस्पताल में पूर्णतया निःशुल्क उपचार कराया जावे। इस संबंध में रिपोर्ट विभाग को दिनांक 20 फरवरी, 2024 तक प्रेषित करने का श्रम करावे। कृपया पत्र को सर्वाच्च प्राथमिकता प्रदान करावे।  
संलग्न:- उपरोक्तानुसार।

(प्रवीण गुप्ता)  
मुख्य निर्वाचन अधिकारी  
राजस्थान, जयपुर।

1. **अति-शुल्क सचिव,**  
चिकित्सा एवं स्वास्थ्य विभाग, राजस्थान, जयपुर।
2. **प्रमुख शासन सचिव,**  
चिकित्सा शिक्षा विभाग, राजस्थान, जयपुर।

क्रमांक: एफ. 8(1)(6)निर्वा/2024/1011  
जयपुर, दिनांक. 06-2-24

क्रमांक: एफ. 8(1)(6)निर्वा/2024/1011

जयपुर, दिनांक: 06.2.24

प्रतिलिपि मय आयोग के प्रासंगिक पत्र की छायाप्रति सहित निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है:-

1. महानिदेशक पुलिस, राजस्थान, जयपुर।
2. समस्त सम्भागीय आयुक्त, राजस्थान।
3. महानिरीक्षक पुलिस, अपराध शाखा, राजस्थान। (राज्य सीएपीएफ नोडल अधिकारी)।
4. महानिरीक्षक पुलिस रेंज, राजस्थान।
5. समस्त जिला निर्वाचन अधिकारी (कलक्टर) राजस्थान को भेजकर निवेदन है कि पूर्व से ही जिला चिकित्सा अधिकारियों से सम्पर्क कर आयोग के निर्देशानुसार निःशुल्क चिकित्सा सुविधा उपलब्ध कराने बाबत व्यवस्थाएं सुनिश्चित कर लें।
6. पुलिस आयुक्त, जयपुर व जोधपुर।
7. रामरत जिला पुलिस अधीक्षक, राजस्थान।

de, ✓

विशेषाधिकारी,  
निर्वाचन विभाग  
राजस्थान, जयपुर

भारत निर्वाचन आयोग  
**ELECTION COMMISSION OF INDIA**

Tel. No. 011-23052246  
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Website: [www.eci.gov.in](http://www.eci.gov.in)

निर्वाचन सदन  
अशोक रोड, नई दिल्ली-110001  
Nirvachan Sadan  
Ashoka Road, New Delhi-110001

**No.464/INST/2024/EPS**

**Dated: 1<sup>st</sup> February, 2024**

To

The Chief Secretaries of  
All States and UTs

**Subject: General Election to Lok Sabha, 2024 – Requisition of Air Ambulance and Cashless treatment - regarding.**

**Reference:** Commission's letter No.464/INST/EPS/2023/WELFARE dated 8th June, 2023

Madam/Sir,

I am directed to refer to the Commission's letter No. 464/INST/EPS/2023/Welfare dated 8<sup>th</sup> June, 2023 on the subject cited (copy enclosed) and to state that in view of the General Election to Lok Sabha, 2024, it is requested to make arrangements for Air Ambulances during the said elections, for airlifting of security and polling personnel requiring evacuation for immediate medical care while being on election duty. Availability of Air Ambulances at strategic location(s) shall be ensured based on the requirements. In case of unavailability with the State/UT Government, Air Ambulances from any public/private entities may be hired for suitable period during the elections.

2. Further, in order to accelerate the treatment of injured security and/or polling personnel, arrangement/tie-ups for cashless treatment facilities may be ensured in advance with medical institutions having the best and modern amenities/facilities, for election period.

3. The details of hiring/requisitioning of Air Ambulances and cashless treatment may please be intimated to the Commission, latest by 29<sup>th</sup> February 2024.

Encl: as above

Yours faithfully,

  
**(AJAY KUMAR VERMA)**  
**SECRETARY**

**Copy to:** The Chief Electoral Officers of all the States and Union Territories



By Email/ Speed Post

## **ELECTION COMMISSION OF INDIA**

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001

No.464/INST/EPS/2023/WELFARE

Dated: 05 June, 2023

To

The Chief Electoral Officers of  
All States/UTs.

**SUBJECT: FACILITATIONS AND WELFARE MEASURES FOR POLLING  
PERSONNEL - REGARDING.**

**REFERENCE: COMMISSION'S INSTRUCTIONS No. AND DATE**

- i. No.464/INST/2008/EPS dated 12.09.2008
- ii. No.464/INST/2008/EPS dated 16.12.2008

Madam/Sir,

Election Commission of India is vested with the superintendence, direction and control of, inter alia, the conduct of elections to the Parliament and to the Legislature of every State under clause (1) of Article 324 of Constitution of India. Further, the Constitution of India vide Clause (6) of Article 324 provides that the President or the Governor of a State, shall, when so requested by the Election Commission, make available to the Election Commission such staff as may be necessary for the discharge of the functions conferred on the Election Commission.

2. Conduct of elections involves diverse activities that are carried out by an election machinery comprising officials and staff from various departments. An efficient and motivated election machinery is an integral part of election planning. The Commission has always endeavored to ensure welfare of election machinery and to provide them all the necessary basic facilities while performing their duty in challenging circumstances. In the context, Commission, in supersession of referred circulars, directed that the following instructions on polling personnel's welfare be followed without any deviation:

**(i) NODAL OFFICER:** A Senior Officer shall be nominated by the DEO to coordinate and supervise all the welfare measures related to polling personnel.

On similar lines, RO shall nominate a Nodal Officer for the said purpose. All the details of Nodal Officer nominated so shall be mentioned in DEMP (District Election Management Plan) and contact number shall be shared with polling personnel drafted for election related duties. These details shall also be displayed at Training/Dispatch/Receiving Centers.

**(ii) REVIEW OF ARRANGMENTS:** A separate review shall be done by the DEO/ RO and requisite measures in areas of concern shall be taken in advance to facilitate the welfare of polling personnel.

**(iii) INFORMATION ON ARRANGEMENTS AT TRAINING/ DISPATCH/ RECEIVING CENTRES:** All the information regarding training programme, Dispatch and Receiving Centre arrangements etc. should be conveyed to the polling personnel on time and in proper manner. Authority sponsoring the polling staff shall ensure that the above said information on reporting date, time and venue should reach to the polling staff not only through letter but through other communication channels to avoid any confusion.

**(iv) EMERGENCY HELPLINE NUMBER:** A dedicated Helpline number be provided to the Sector Officer and all the polling personnel. This will be of immense use during any unforeseen issues like vehicle breakdown, etc. at the time of movement of polling parties along with EVM. The Helpline number shall be manned by a 24\*7 helpdesk.

**(v) HEALTH FACILITES:** Separate arrangements for health care/first aid assistance to polling personnel at Training/Dispatch/Receiving Centres should be made along with deployment of ambulance with medical /para-medical staff in case of requirement.

**(vi) FACILITIES AT TRAINING CENTRE:**

Proper arrangements of basic amenities such as **drinking water, washrooms, help desk on arrival, vehicle parking** at Training Centres should be ensured. Nodal Officer(s) appointed shall remain present physically at all these locations and Senior Officers shall closely monitor the facilities.



**(vii) ARRANGEMENTS AT DISPATCH/RECEIVING CENTRE:**

- (a) Appropriate arrangement on basic amenities which include **drinking water, washrooms, vehicle parking, food/ refreshments** etc. shall be made at the Dispatch/Receiving Centre. Nodal officer(s) shall be appointed at respective centres who shall physically monitor the facilities under the supervision of the seniors. DEO and RO shall closely monitor dispatching and receiving process. Under no circumstances, polling personnel shall go out of these Centers on the pretext of fetching for food/water or to use washrooms etc. carrying election materials. Sector Officer shall ensure that the polling personnel assigned to him don't get held up at Dispatch/Receiving centre unduly.
- (b) **HELP DESK** shall be arranged at the entrance of the Dispatch/Receiving Centre. These Help Desks shall be well equipped with man power and other facilities for marking the attendance of polling staff, guiding them to know their polling station and polling team, issuing of appointment orders as per third randomization and providing any other assistance, if required.
- (c) An arrangement may be made to set up a dedicated **LEARNING DESK** at Dispatch Centre for clarification of any last-minute doubts with regard to use of EVMs & VVPATs and any other process related to Poll Day activities.
- (d) Fool proof three cordon security arrangements to be made to prevent any unauthorized entry into the Dispatch/ Receiving Centre(s).
- (e) Proper layout shall be made for the Dispatch/Receiving center prominently indicating location of Help desk, Learning desk, Sector wise counters, refreshment area, washrooms, vehicle parking and flow of movement.
- (f) Signage boards with clear marking shall be placed at the entrance and inside the centre at different points to show the directions clearly.
- (g) A functional public address system with good loudspeakers shall be arranged near RO Table to give necessary instructions from time to time to the polling staff. The audio of public address system should reach

the last point of the venue.

- (h) Election material shall be essentially delivered to polling parties in consolidated modular or packaged form to avoid any confusion or chaos.
- (i) The Commissions' Instruction on the use of approved backpacks to carry EVMs/VVPATs in difficult terrains to be adhered to.
- (j) Counters for dispatch and receiving election material shall be arranged preferably Sector wise. Each Sector counter should have table and seating arrangement polling station wise for all the polling staff at one place with adequate spacing. The polling station numbers should be displayed prominently on each table.
- (k) Senior Officers of DEO office along with other Staff shall ensure that receiving of polled EVMs and VVPATs, statutory, non-Statutory packets and other election materials shall be taken care of with professionalism to avoid overcrowding at the Centres. This can be ensured by keeping separate counter for specific numbers of polling stations.
- (l) A special deposit counter for Sector Officers at Receiving Centre may be set up at the collection centre for deposition of reserve and mock poll defective EVMs and VVPAT along with left out Power Packs of CU & VVPAT. It is pertinent to note that - Defective Un-polled EVMs and VVPATs (Category C) shall be stored in "Repair Strong Room" and Unused Reserve EVMs and VVPATs (Category D) in "Reserve Strong Room" and shall not be located in the vicinity of polled Strong room(s).
- (m) A checklist to be prepared and kept at counters to ensure that all the documents and other polling materials are received as per the order in the checklist. The officer who receives EVMs and VVPATs should mark the polling station in checklist and sign it.
- (n) A separate special counter shall be set up for receiving of EVMs and VVPATs and other documents from specific polling stations about which complaints are received from political parties/candidates during poll, polling stations where violent incidents, heated arguments with polling

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personnel, clash between polling agents, break-down and replacement of EVMs /VVPATs are reported.

- (o) During poll, RO will maintain a separate register to identify such polling stations and a hoarding/notice should be set up indicating the number and details of polling stations to be handled at special counter before the arrival of polling party. RO himself or ARO will supervise the receipt of EVMs/VVPATs and other documents. If the observer is available, he will also make himself available at the Receiving Centre. The EVMs/VVPATs and other documents shall be properly examined and RO/Observer should discuss with the Presiding Officer about the events that took place at polling stations so that detailed inputs are received and it would be helpful in case of re-poll, if any. The Presiding Officer of these polling stations can be relieved only after obtaining the EVMs and other documents after proper verification and discussion with RO/Observer. Proper seating arrangements for Presiding Officer shall be ensured for discussion.
- (p) As being exhausted and fatigued, polling teams should not be held up unnecessarily. Polling staff should be relieved from duty as soon as polled material is handed over and proper transport facility should be ensured for their timely reaching home.
- (q) The Venue of the Receiving Centre needs to be selected closest to the strong room.
- (r) Dry rehearsal needs to be conducted with the staff drafted for dispatch and receiving of polling material at the venue two days prior to dispatch day to organize the process of distribution and collection in a systematic manner.
- (s) Buses should be parked sector wise with display boards at Dispatch/receiving Centres. Separate parking may be arranged for the vehicles of the polling personnel and other staff. Traffic police team shall be drafted to organize proper parking of vehicles.
- (t) Arrangements for separate **MICRO OBSERVER'S COUNTER** shall be made for receiving the Micro-Observers report polling station wise. All

Micro-Observers' reports have to be made in to a file for submitting for General Observer's scrutiny.

**(viii) INTERMEDIATE STRONG ROOM FACILITIES:** Neat and functional basic amenities such as clean drinking water, refreshments, washrooms, power connection etc. may also be made at Intermediate EVM Strong Rooms, if applicable, for the polling team as well as Sector Officers before poll and after poll.

**(ix) TRANSPORT FACILITY:** Arrangements for transport shall be supervised by a Senior Officer and the return movement of polling personnel from polling stations shall be tracked closely and a confirmatory report shall be obtained through Sector Officer on safe arrival of polling personnel at polling station. It shall be ensured that polling parties ride the designated vehicles only and the vehicles follow the pre declared route. Special care should be taken for **women and PwD staff** so that they have no difficulty in conveyance from one place to another.

**(x) FACILITIES AT POLLING STATION:** Extant conditions of all the polling stations shall be physically verified by the DEO and RO through field officials so that conditions can be improved significantly and all the necessary amenities prescribed under AMF framework such as tables, chairs, benches, drinking water/separate washrooms, power connection and plug points for charging etc. and shade etc. can be ensured.

**(xi) ACCOMODATION FOR POLLING PARTIES:** Proper arrangements should be done for stay of polling staff wherever required. Polling stations with enough space or adjoining rooms shall be identified during physical verification for the said purpose.

**(xii) FOOD ARRANGEMENTS IN REMOTE AREAS:** In case of difficulty in providing food to polling personnel, proper alternative arrangements should be made by DEO depending on local conditions. In this regard, cooperation of local Self-Help Groups can be considered. The farthest polling parties (P-3) can also be provided with dry ration as a temporary arrangement.

**(xiii) OTHER FACILITIES:**

(a) In case of any untoward incident of injury or death of polling personnel



(including Security Personnel), the Chief Electoral Officer/District Electoral Officer will ensure disposal of such cases of ex-gratia within the stipulated time period under the provisions/instructions laid down in details by the Commission in the matter. CEO shall in consultation with State Govt. review the extant norms of ex-gratia compensations adopted/proposed in the State for casualties on election duty.

(b) CEO shall ensure availability of Air Ambulances located at strategic positions, based on the local requirements along with well publicized (internally) Standard Operating Procedure for evacuation and cascaded medical facilities.

(c) In order to accelerate, the treatment and avoid delay, arrangements /tie-ups/cashless facilities may be carried out in advance with State-of-the-art hospitals for the election period for all such personnel involved in elections who get injured or fall sick while on election duty.

3. The Commission desires that election machinery being an integral and pivotal part in conduct of elections, CEO, DEO, RO need to pay adequate attention with persistent efforts to ensure their well-being and provide for welfare measures.

4. The abovementioned instruction shall be brought to notice of all concerned for strict compliance for conduct of elections.

Yours faithfully,



08/06/2023

**(SANJEEV KUMAR PRASAD)**  
**SECRETARY**