



पूर्व तट रेलवे
EAST COAST RAILWAY

प्रधान कार्यालय /Headquarters Office
कार्मिक विभाग /Personnel Department,
भुवनेश्वर /Bhubaneswar-751017

No. ECoR/Pers/IRM/GSBE- III/P-I/161

Date: 01.11.2024

To

Presiding Officer – Cum – FA&CAO (HQ)/ECoR/BBS
Presiding Officer – Cum – ADRM (Infra)/ECoR- KUR
Presiding Officer – Cum – ADRM (Infra)/ECoR- WAT
Presiding Officer – Cum – ADRM/ECoR/SBP
Presiding Officer – Cum – CWM/CRW/MCS

Sub: Secret Ballot Election-III (SBE) for Verification/Recognition of Trade Unions on Indian Railways - Arrangements for CCTV, Ballot Boxes & Voting of TMO and Construction Staff


The Secret Ballot Elections – III are scheduled for the 4th, 5th, and 6th of December 2024 across the East Coast Railway (ECoR) Zone, as directed by the Railway Board. In connection with this, the following key points may be kept in mind to ensure smooth and transparent election preparation:-

SN	Action to be taken by Presiding Officer/ Sr. DPO
1	As directed by the Railway Board, CCTV cameras are to be installed at polling booths, counting areas, and strong rooms where ballot boxes will be stored post-polling. This office previously communicated these requirements in letter No. ECoR/Pers/IRM/GSBE-III/P-I/161 dated 16-09-2024. Confirmation of the total number of CCTV cameras needed in each Division/Workshop is requested by 04.11.2024. PCSTE/ECoR has provided preliminary details on the camera count for 67 polling booths and the anticipated expenses across zones. Divisions/Units are required to obtain Accounts-vetted unit rates for any quotes, ensuring alignment with PCSTE's expenditure estimates. The costs for hiring and installing CCTV cameras at polling booths, counting areas, and strong rooms will be covered by funds allocated to the Presiding Officer.
2	Ballot boxes for the upcoming election are to be arranged through the State Election Commissioner of the respective states. A list of District Panchayat Officers has been shared with the Divisions for hiring ballot boxes, as communicated in this office's letter dated 17-09-2024. For WAT Division, the designated officer may coordinate with the District Election Officer, Srikakulam, and APSEC/BZA. It is requested that the necessary officers/staff be deputed to arrange these ballot boxes in advance and provide confirmation to this office on the number and condition of the ballot boxes at the earliest.
3	It is also requested to arrange a strong room for securely storing ballot boxes, ballot papers, and other election materials after voting, along with CCTV camera coverage for the strong room.
4	Track Machine and Construction staff will cast their votes at the nearest available polling booths. The list of Construction and TMO staff scheduled to vote within the Division will be provided by Headquarters in advance of the polling dates. This list will be added to the respective polling booths to facilitate convenience for both voters and polling staff.

5	As per the letter dated 30.09.2024, the Ministry of Railways has sanctioned a one-time imprest of ₹10 lakh for each Returning Officer (RO) and Presiding Officer (PO) of Zonal Railways to cover expenses related to the preparatory work for conducting the Secret Ballot Elections 2024. This includes costs for hiring vehicles, supplying indelible ink, printing ballot papers, and installing CCTVs, among other expenses. Presiding Officers are required to maintain proper records and vouchers for all expenditures incurred and to provide complete accounting to the PF for the final sanction by the GM.
6	The supply of ballot papers for the polling will be managed by the Returning Officers/ECOR and will be provided to the Presiding Officers in due course.
7	The tentative estimates for the expenditure related to SBE-III/2024 are to be prepared by the respective Presiding Officers and submitted to the Returning Officer by 04.11.2024 at the latest.


The item-wise compliance must be provided by the Presiding Officer by the date mentioned above for further necessary action.

Please note that, as per the modalities for SBE-III, all future correspondence regarding SBE-III should be signed by the respective Presiding Officers or Assistant Presiding Officers, as applicable, along with their official designations.


 (SIDDHARTH KATI)
 Returning Officer, SBE-III
 Cum – Principal Chief Personnel Officer
 East Coast Railway, Bhubaneswar

Copy forwarded for kind information to:-

1. Sr. DPOs- KUR, SBP & WAT.
2. SPO (HQ)/ ECoR/BBS & WPO/CRW/MCS.
3. Notice Board.
4. All concerned.


 Returning Officer, SBE-III
 Cum – Principal Chief Personnel Officer
 East Coast Railway, Bhubaneswar