

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
ART, CULTURE AND LANGUAGES DEPARTMENT
7TH LEVEL, C-WING, DELHI SECRETARIAT, NEW DELHI-110002.

F.13(22)/Election/2018/ACL/ 2025

Dated: 08/01/2025

To,

1. HOO,
Sahitya Kala Parishad,
18-A, Satsang Vihar Marg,
Special Institutional Area, New Delhi.
2. The Secretary,
All Academies, Govt. of NCT of Delhi.
3. The Director,
Goswami Girdhari Lal Shastri Prachya Vidya Pratishthanam,
GNCT of Delhi, Plot No.5, Jhandewallan, Karol Bagh,
New Delhi - 110005.
4. The HOO,
Department of Archives,
GNCT of Delhi, Delhi.
5. The HOO,
Department of Archaeology,
GNCT of Delhi, Delhi.

**Sub: Instructions of Election Commission of India - Delhi Legislative Assembly
Elections - 2025 - Regarding.**

Sir/Madam,

This is in reference to the enclosed communication received from the Office of the Chief Electoral Officer, Delhi regarding the subject cited above, and the same is being forwarded to your office for information and necessary action at your end.

Further, Press Note regarding the General Election to Legislative Assembly of NCT of Delhi, 2025 can be downloaded from the official website of the Election Commission of India (<https://www.eci.gov.in>).

Yours faithfully,


(P.V.S.S. Subba Rao)
Deputy Secretary (ACL) / Link Officer

Encl.: - As above

Copy for information to:-

1. Office of the Chief Electoral Officer, Old Stephen's College Building, Kashmere Gate, Delhi-110006.
2. PS to Secretary, ACL
3. PS to Special Secretary, ACL
4. PPS to Additional Secretary, ACL
5. Through email at coe.mcc2025@gmail.com



5. The Secretary,
Department of Art, Culture & Language,
7th Level, C-wing, Delhi Secretariat, I.P.
Estate New Delhi-110002.

URGENT
DELHI ASSEMBLY ELECTION-2025



कार्यालय मुख्य चुनाव अधिकारी, दिल्ली
OFFICE OF THE CHIEF ELECTORAL OFFICER, DELHI

पुराना सेंट स्टीफन कॉलेज भवन
कश्मीरी गेट, दिल्ली -110006

Old St. Stephen's College Building
Kashmere Gate, Delhi-110006

e-mail id: coe.mcc2025@gmail.com

No. CEO/COE/102(123)/2024/1264

Dated: 07.01.2025

To,

All Addl. Chief Secretaries/Pr. Secretaries/Secretaries/HODs of all Departments/
Autonomous Bodies in Govt. of NCT of Delhi.

**Subject :- Press Note/ Instructions of Election Commission of India - Delhi
Legislative Assembly Elections-2025-Regarding.**

Madam/Sir,

I am directed to inform you that vide Press Note No.ECI/PN/169/2025 dated
07.01.2025 Election Commission of India has announced the schedule for election to Delhi
Legislative Assembly-2025 and the Model Code of Conduct comes into operation with
immediate effect.

Further, ECI has also issued following instructions for immediate compliance: -

- Immediate action to be taken for enforcement of MCC after
announcement of election.
- Application of Model Code of Conduct
- Screening Committee
- Release of Funds MP's/MLA's Local Area Development Scheme

This is for kind information and necessary action.

Yours sincerely,

(T. MISAO)

Dy. Chief Electoral Officer (COE)

Dated :07.01.2025

Encl: As above

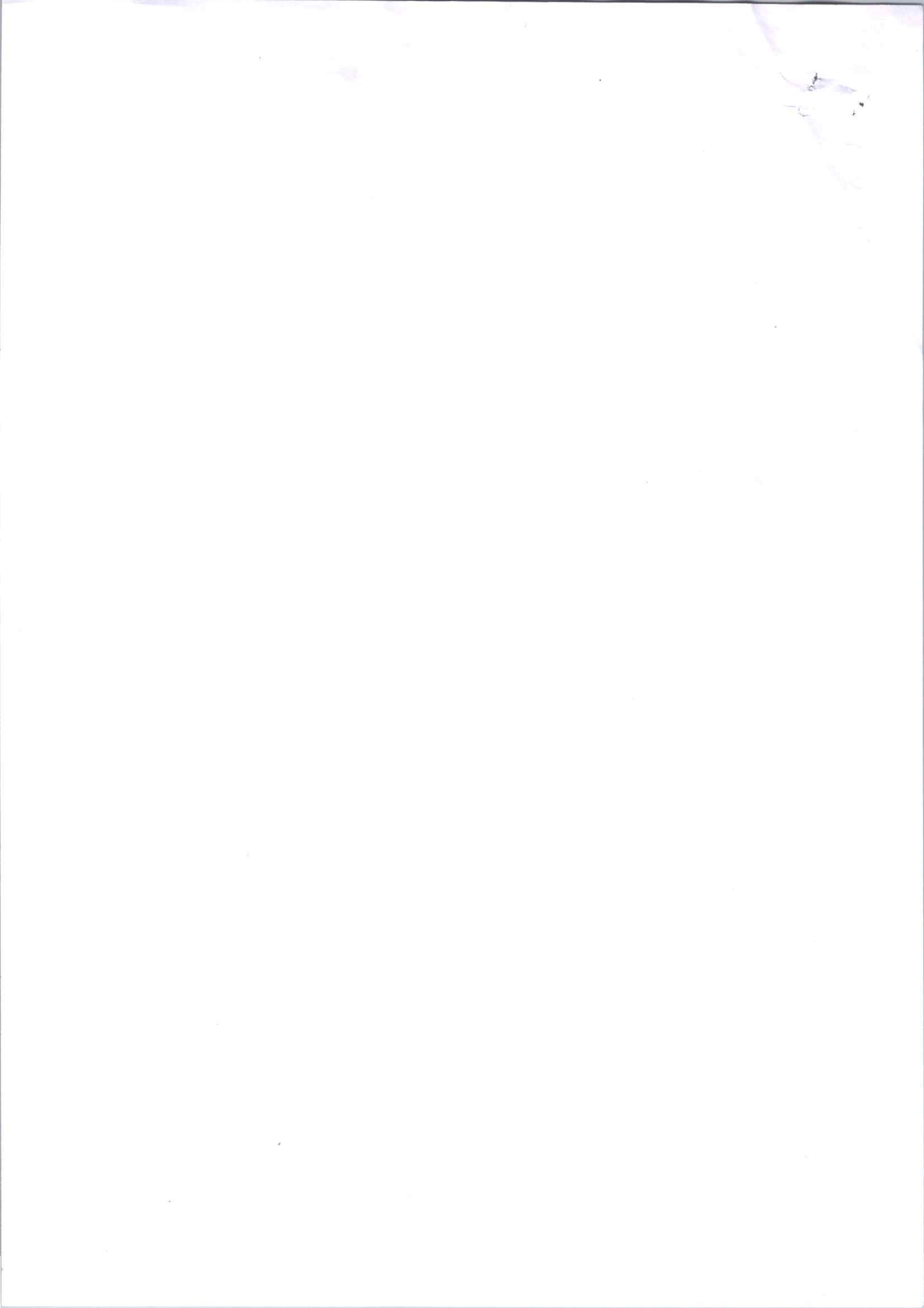
No. CEO/COE/102(124)/2024/1264

Copy for information to :-

- 1) PS to CEO, Delhi.
- 2) Sh. Ajoy Kumar, Pr. Secretary, Election Commission of India.

Dy. Chief Electoral Officer (COE)

Spoken. circulate its instruction to all language Academy, DA & Archery dept. with a copy to SS & AS (ATEL) under instruction to CEO, Delhi.
8/1/25
Sh. Ajoy Kumar



ELECTION COMMISSION OF INDIA

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001

No. 437/6/1/INST/ECI/FUNCT/MCC/2025

Dated: 7th January, 2025

To

1. The Cabinet Secretary,
Government of India,
Rashtrapati Bhawan,
New Delhi.
2. The Chief Secretary
to the Government of
NCT of Delhi,
Delhi, and
3. The Chief Electoral Officer,
NCT of Delhi,
Delhi.

Subject: Immediate action to be taken for enforcement of Model Code of Conduct after announcement of General Election to the Legislative Assembly of NCT of Delhi, 2025- regarding.

Sir/Madam,

I am directed to state that the Election Commission has announced the schedule for holding General Election to the Legislative Assembly of NCT of Delhi, 2025 operation of 'MODEL CODE OF CONDUCT' comes into effect with the announcement of elections by the Commission. In view of the elections, the Commission has given following directions for effective enforcement of provisions of MCC:-

1. **Defacement of Property-** ECI instructions contained in letter No. 3/7/2023-SDR, dated 12th October, 2023, provide for prevention of defacement of property. The Commission has directed to ensure strict compliance of its instruction and to take time bound action as prescribed below-
 - (a) **Defacement of Government property-** For this purpose a Government premise would include any Government office and the campus wherein the office building, compound and establishment are situated. All wall- writing, posters/papers or defacement in any other form, including cutout/hoardings, banners, flags etc., on Government property shall be removed **within 24 hours** from the announcement of elections by the Election Commission.

- (b) **Defacement of public property and misuse of public space-** All unauthorized political advertisement, in the form of wall writing/posters/papers or defacement in any other form, cutout/hoardings, banners flags etc. at public property and in public space like railway station, Bus stands, Airports, railway Bridges, Roadways, Government buses, Electric/Telephone poles, municipal/local bodies' buildings etc., shall be removed **within 48 hours** from the announcement of elections.
- (c) **Defacement of private property-** Subject to any local law and Court's direction, all unauthorized political advertisement displayed at private property shall be removed **within 72 hours** from the announcement of elections by the Election Commission.
2. **Misuse of official vehicle-** The ECI's Consolidated instructions contained in letter No. 464/L&O/2023/EPS(Use of Veh.), dated 26th June, 2023, among other things, provides that **there shall be a total ban on use of official vehicle by any political party, candidate or any other person connected with election (except officials performing any election related official duty) for campaigning, electioneering or election related travel during elections (subject to certain exception mentioned therein).** The expression 'official vehicle' means and shall include, any vehicle used or capable of being used for the purpose of transport, whether propelled by mechanical power or otherwise and will include trucks, lorries, tempos, jeeps, cars, auto rickshaws, e-rickshaws, buses, belonging to Central Government, State Government/UT Administrations, public undertakings of Central/State Government, Joint sector undertakings of Central/State Government, local bodies, municipal corporations, marketing boards, cooperative societies or any other body in which public funds, however small a portion of the total, are invested. **The CEOs/DEOs shall take necessary action for compliance of ECI instructions within 24 hours of the announcement of the elections.**
3. **Advertisement at the cost of public exchequer-** ECI instructions contained in letter No. 437/6/INST/ECI/FUNCT/MCC/2024(ADVERTISEMENTS), dated 2nd January, 2024 provides that at the cost of public exchequer in the newspapers and other media and the misuse of official mass media during the election period for partisan coverage of political news and publicity regarding achievements with a view to furthering the prospects of the party in power shall be scrupulously avoided. No advertisements shall be issued in electronic and print media highlighting the achievements of the Govt. at the cost of public exchequer. If any advertisement has already been released for telecast/broadcast or publication in the print media, it must be ensured that the telecast/broadcast of such ads on electronic media is stopped forthwith and that no such ad is published in any newspapers, magazines, etc., i.e. in print media, from the date of announcement and it should be immediately withdrawn. **The CEOs/DEOs have to take immediate action to**

remove/stop any advertisement, in the print/electronic media, showing the achievements of the Government soon after the announcement of elections.

4. **Photograph of political functionary at official website-** ECI instruction contained in letter No. 437/6/INST/ECI/FUNCT/MCC/2024(MCC ENFORCEMENT) dated 2nd January, 2024 provides that all references of Ministers, Politicians or political parties available on central/state Government's official website shall be removed. The CEOs have to take **immediate action** to remove/hide the photographs of any political functionary from official websites of state department.
5. **Development/construction related activities- within 72 hours** of announcement of elections, the CEO/DEO shall obtain the following list of works for reference in case of validating any complaint on violation of MCC:
 - (i) List of work which has already been started on ground.
 - (ii) List of fresh work which has not started on ground.
6. **Activities for Expenditure Monitoring and enforcement of MCC-** Flying squad, FST, video team, intensive checking for liquor/Cash/Contra banned drugs, flying squads of excise department to check illicit trafficking of Drug/Narcotics to be **immediately activated** after announcement.
7. **Complaint Monitoring System-** The poll going states shall have a complaint redressal mechanism based on website and call center. The toll free number of call center is 1950. Complaints can be registered by making calls to the toll free call center numbers or on the website. Complainants will also be informed of the action taken by SMS and by the call center. Complainants can also see the details of the action taken on their complaints. This system should be **operational within 24 hours** of the announcement. All complaints should be dealt promptly and properly. The 24x7 control Room at the district level must be activated and sufficient deployment of manpower and other logistics be ensured in particular, round the clock personnel should be deployed in the control room and their duty roaster must be issued to avoid any evasion or confusion.
8. **IT Application-** All IT applications including official website and social media shall be **operational with the announcement.**
9. **Dissemination of information for Awareness of Voters and political parties.** Publicity of major election activity would be given through CEO/DEO/RO. For this purpose, all necessary information shall be disseminated through radio, TV, cinema, Government channel to display voter education material.
10. **Active cooperation from Educational Institutions and Civil Societies-** Cooperation can be sought from educational institutions and civil societies for giving wide publicity to the election related information to the general public and other stakeholders.

11. **Media Centre**-Efforts should be made for awareness among the voters, political parties and other stakeholder through media center about election system including use of EVM/VVPAT.
12. **MCMC/DEMC**- ECI instruction contained in letter no. 491/MCMC/5/2023/Communication dated 24thAugust, 2023 provides that all registered political parties will approach the Media Certification and Monitoring Committees (MCMC) at District and State level, as the case may be, for pre-certification of their political advertisements proposed to be issued on electronic media. The Commission has directed to ensure strict compliance of its instructions contained in above said letter.
13. **Control Room**- **The 24x7 control room at district level must be activated immediately and sufficient deployment of manpower and other logistics be ensured by the DEO/CEO. A control room with complaint Monitoring Centre would also be set up at ECI Secretariat during the entire election process.**
14. Hindi version will follow.

Yours faithfully



(SOUMYAJIT GHOSH)
SECRETARY

By Spl. Messenger/Speed Post

ELECTION COMMISSION OF INDIA

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001

No. 437/6/1/INST/ECI//FUNCT/MCC/2025

Dated: 7th January, 2025

To

1. **The Cabinet Secretary,**
Government of India,
Rashtrapati Bhawan,
New Delhi.
2. **The Chief Secretaries to the Government of:-**
(i) NCT of Delhi, Delhi;
(ii) Tamil Nadu, Chennai; and
(iii) Uttar Pradesh, Lucknow.
3. **The Chief Electoral Officers of:-**
(i) NCT of Delhi, Delhi;
(ii) Tamil Nadu, Chennai; and
(iii) Uttar Pradesh, Lucknow.

Sub: Application of Model Code of Conduct – General Election to the Legislative Assembly of NCT of Delhi, 2025 and Bye-elections in Assembly Constituencies of Tamil Nadu and Uttar Pradesh- reg.

Sir/Madam,

I am directed to state that the Election Commission has announced the schedule for holding **General Election to the Legislative Assembly of NCT of Delhi, 2025 and Bye-elections in Assembly Constituencies of Tamil Nadu and Uttar Pradesh** (Press Note No. ECI/PN/169/2025 & No. ECI/PN/170/2025 both dated 7th January, 2025, available at the Commission's website – www.eci.gov.in).

2. With this announcement, the provisions of the Model Code of Conduct for the guidance of the Political Parties and Candidates **have come into force with immediate effect and will be in force till the completion of the General Election to the Legislative Assembly of NCT of Delhi and bye-elections mentioned above.** This may be brought to the notice of the Central and State Government/Union Territory Administrations, all Ministries/Departments/offices of the Union Government/the State Government/Union

Territory Administrations. A copy of instructions issued by you to this effect, may be sent to the Commission for its information and record.

3. Your particular attention is drawn to the provisions of Model Code of Conduct for the guidance of Political Parties and Candidates and various instructions issued by the Commission, which, inter-alia, state that the party in power whether at the Centre or in the State or States/Union Territory concerned, shall ensure that no cause is given for any complaint that it has used its official position for the purpose of its election campaign and in particular:-

- (i) (a) The Ministers shall not combine their official visit with electioneering work and shall not also make use of official machinery or personnel during the electioneering work;
- (b) Government transport including official air-crafts, vehicles, machinery and personnel shall not be used for furtherance of the interest of the party in power;
- (ii) Public places such as maidans etc., for holding election meetings, and use of helipads for air-flights in connection with elections shall not be monopolised by the party in power. Other parties and candidates shall be allowed the use of such places and facilities, on the same terms and conditions, on which they are used by the party in power;
- (iii) Rest houses, dak bungalows or other Government accommodations in the States/Union Territories where elections have been announced or are taking place can be given to the political functionaries who are provided security by the State in 'Z' scale or above or equivalent by various State Governments or the Central Government under provisions of their laws, on equitable basis. This shall be subject to condition that such accommodation is not already allotted or occupied by election related officials or the Commission's Observers. Such political functionaries shall not carry out any political activity while staying in the Government Guest Houses/Rest Houses or other Government accommodation etc.;
- (iv) Issue of advertisement at the cost of public exchequer in the newspapers and other media and the misuse of official mass media during the election period for partisan coverage of political news and publicity regarding achievements with a view to furthering the prospects of the party in power shall be scrupulously avoided;
- (v) Ministers and other authorities shall not sanction grants/payments out of discretionary funds from the time, elections are announced by the Commission; and

(vi) - From the time, elections are announced by Commission, Ministers and other authorities shall not -

- (a) announce any financial grants, in any form or promises thereof; or
- (b) (except civil servants) lay foundation stones etc. of projects or schemes of any kind; or
- (c) make any promise of construction of roads, provision of drinking water facilities etc.; or
- (d) make any ad-hoc appointments in Government, Public Undertakings etc. which may have the effect of influencing the voters in favour of the party in power.

4. As will be observed from Para 3{Clause iv} above, no advertisement shall be issued in electronic and print media highlighting the achievements of the Govt. at the cost of public exchequer. If any advertisement has already been released for telecast/broadcast or publication in the print media, it must be ensured that the telecast/broadcast of such ads on electronic media is stopped forthwith and that no such ad is published in any newspapers, magazines, etc., i.e. in print media, from today itself and it should be immediately withdrawn.

5. The instruction of the Commission contained in its letter No. **437/6/INST/ECI/FUNCT/MCC/2024(MCC ENFORCEMENT)** dated 2nd January, 2024 is available on the Commission's website at path - <https://www.eci.gov.in/issue-details-page/instructions> for your information and necessary action. The Commission's all other relevant instructions, 'Manual on Model Code of Conduct' and 'Compendium of Instructions on Model Code of Conduct' are also available on the Commission's website for your guidance.

6. The Commission further directs that there shall be a total ban on the transfer of all officers/officials connected with the conduct of the election. These include but are not restricted to: -

- i) The Chief Electoral Officer and Additional/Joint/Deputy Chief Electoral Officers;
- ii) Divisional Commissioners;
- iii) The District Election Officers, Returning Officers, Assistant Returning Officers and other Revenue Officers connected with the conduct of election;
- iv) Officers of the Police Department connected with the management of election, like range IGs and DIGs, Senior Superintendents of Police and Superintendents of Police, Sub-Divisional Police Officers like Deputy Superintendents of Police and other

- Police officers who are deputed to the Commission under section 28A of the Representation of the People Act, 1951;
- v) The transfer orders issued in respect of the above categories of officers prior to the date of announcement but not implemented till date should not be given effect to without obtaining specific permission from the Commission in this regard;
 - vi) This ban shall be effective till the completion of the election. The Commission further directs that the State Governments should refrain from making transfers of senior officers who have a role in the management of election in the State;
 - vii) In those cases where transfer of an officer is necessary on account of administrative exigencies, the concerned State Government may with full justification approach the Commission for prior clearance.
7. The receipt of the letter may kindly be acknowledged.
 8. Hindi version will follow.

Yours faithfully,



(SOUMYAJIT GHOSH)
SECRETARY

By Speed Post/E-mail

ELECTION COMMISSION OF INDIA

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001

No. 437/6/1/INST/ECI/FUNCT/MCC/2025

Dated: 7th January, 2025

To

The Chief Secretary
to the Government of
NCT of Delhi,
Delhi.

Subject: General Election to the Legislative Assembly of NCT of Delhi, 2025 - Screening Committee- regarding.

Sir/Madam,

I am directed to state that the Commission has issued detailed guidelines and instructions on regulation and enforcement of various aspects of the Model Code of Conduct (MCC) during election time. A number of proposals relating to MCC are being received in the Commission from Chief Electoral Officers and sometimes from the concerned departments directly. The Commission has decided that a Screening Committee headed by Chief Secretary of the State shall be constituted with following composition -

- | | | |
|-------|--|----------|
| (i) | Chief Secretary | Chairman |
| (ii) | Secretary/Pr. Secretary of the department(s) to which the proposal relates. | Member |
| (iii) | Secretary/Pr. Secretary of the General Administration/Coordination department of the State. | Member |

2. The Committee shall examine each proposal, before sending it to the Commission, through the Chief Electoral Officer concerned, in the light of the Commission's existing instructions/clarifications available in the form of Manual on Model Code of Conduct/Compendium of instructions on Model Code of Conduct/instructions available on the Commission's website. The proposals cleared by the Screening Committee shall be submitted to the Chief Electoral Officer along with full details and a note on urgency, i.e. why the proposal can't wait till completion of poll/election. The Chief Electoral Officer shall forward only such proposal(s) that are cleared by the aforesaid Screening Committee, to the Commission along with his/her comments immediately. Hence, all departments of the State may be advised not to forward any reference directly to the Commission. Further, no department of the State Govt./Union Territory Administrator shall send original file to the CEO's office but only a self-contained reference be sent through the Screening Committee.

3. Accordingly, the Commission has directed that the aforesaid Screening Committee shall be constituted and operationalized immediately in the NCT of Delhi. A copy of the order constituting the Screening Committee shall be sent to the Commission latest by 3 pm of **15th January, 2025**. The CEO shall provide a copy of Manual on Model Code of Conduct, Compendium of Instructions on Model Code of Conduct and relevant Model Code of Conduct instructions to the Screening Committee.

4. Further, it may be noted that the Commission takes reasonable time to dispose of a reference, therefore last minute references should be avoided.

5. Hindi version will follow.

Yours faithfully,



(SOUMYAJIT GHOSH)
SECRETARY

By Speed Post/E-mail

ELECTION COMMISSION OF INDIA

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001

No.437/6/1/INST/ECI/FUNCT/MCC/2025

Dated: 7th January, 2025

To

1. **The Cabinet Secretary,**
Government of India,
Rashtrapati Bhawan,
New Delhi.
2. **The Secretary to the Government of India,**
Department of Programme Implementation,
Sardar Patel Bhawan,
New Delhi.
3. **The Chief Secretaries to the Government of:-**
(i) NCT of Delhi, Delhi;
(ii) Tamil Nadu, Chennai; and
(iii) Uttar Pradesh, Lucknow.
4. **The Chief Electoral Officers of:-**
(i) NCT of Delhi, Delhi;
(ii) Tamil Nadu, Chennai; and
(iii) Uttar Pradesh, Lucknow.

Subject: General Election to Legislative Assembly to NCT of Delhi, 2025 and Bye-elections in Assembly Constituencies of Tamil Nadu and Uttar Pradesh-Release of funds under MPs'/MLAs' Local Area Development Scheme - regarding.

Sir/Madam,

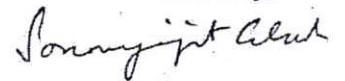
I am directed to refer to the Commission's Press Notes No. ECI/PN/169/2025 & No. ECI/PN/170/2025 both dated 7th January, 2025 (Press Note available at Commission's web-site - www.eci.gov.in) as per which the Commission has announced the enforcement of the Model Code of Conduct for the guidance of the Political Parties and Candidates, consequent on the announcement of **General Election to Legislative Assembly to NCT of Delhi, 2025 and Bye-elections in Assembly Constituencies of Tamil Nadu and Uttar Pradesh.**

2. The Commission has instructed that the release of funds under the Member of Parliament Local Area Development Schemes will be subject to the following restrictions: -

- a) No fresh release of funds under the Member of Parliament (including Rajya Sabha members) Local Area Development fund shall be made in any part of the country where election is in progress. Similarly, no fresh release of funds under the MLAs'/MLCs' Local Area Development Fund shall be made, if any such scheme is in operation, till the completion of election process.
- b) No work shall start in respect of which work orders have been issued before the issue of this letter but the work has actually not started in the field. These works can start only after the completion of election process. However, if a work has actually started, that can continue.
- c) There shall be no bar to the release of payments for completed work(s) subject to the full satisfaction of the concerned officials.
- d) Where schemes have been cleared and funds are provided or released and materials procured and reached the site such scheme may be executed as per programme.

3. Hindi version will follow.

Yours faithfully,



(SOUMYAJIT GHOSH)
SECRETARY