

GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS
(PERSONNEL WING)

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No.A.51011/1/2025/DPAR/SS-I(1)

Puducherry, dt: 14.07.2025

CIRCULAR

Sub: Appointment of Booth Level Officers (BLOs) – Requests for exemption of Government staff – Not to be entertained
- Instructions - Issued – Reg.

Ref.: Letter No.: M-13/961/2025-DDO/Elections/341 dated
09.07.2025 of the Elections Department, Puducherry.

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The Elections Department, Puducherry, vide letter cited above, has conveyed the instructions of the Election Commission of India (ECI) regarding the appointment of Booth Level Officers (BLOs) under the provisions of the Representation of the People Act, 1950 and 1951, and Article 324 of the Constitution of India.

2. As per the ECI guidelines, the Electoral Registration Officer (ERO) shall appoint BLOs in strict adherence to the following norms:

- i. ERO shall appoint a BLO for each part of the electoral roll under Section 13B(2) of the Representation of the People Act, 1950, from among regular Group C and above serving employees of the State/Local Government, who are enrolled as electors in that part.
- ii. In the absence of such eligible regular State/Local Government employees, the ERO may appoint BLOs from among Anganwadi Workers, Contract Teachers, or Central Government employees. However, in such cases, a Non-Availability Certificate duly signed by the ERO and countersigned by the District Election Officer (DEO) must be submitted to the Chief Electoral Officer (CEO), Puducherry.
- iii. If no employee from the aforementioned categories is available and enrolled as an elector in that part, the ERO, with prior approval of the CEO, may appoint BLOs from among employees of these categories working in the area covered by that part.
- iv. In any other exceptional cases, prior approval of the Election Commission of India is mandatory.

3. The Election Department has further informed that revision of electoral rolls is likely to commence in the UT of Puducherry shortly. This necessitates the urgent and mandatory appointment of BLOs in accordance with the timelines prescribed by the Election Commission of India.


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4. However, it has been observed that some Departments have forwarded proposals seeking exemption of specific Government employees from being appointed as BLOs. It is reiterated that such exemptions are not permissible under the constitutional and statutory provisions governing such appointment.

5. In view of the above, all Secretaries to Government and Heads of Departments are hereby advised not to entertain or forward any proposals seeking exemption of Government employees from appointment as BLOs. Strict compliance with the guidelines and directions of the Election Commission of India is mandatory.

/By Order/



(V. JAISANKAR)
UNDER SECRETARY TO GOVERNMENT

Encl: as stated.

To

1. The Development Commissioner/ Commissioners-cum-Secretary / Secretaries/ Special Secretaries to Government/ Secretary to Lt. Governor, Puducherry.
2. All Secretariat Departments / Heads of Departments.
3. The District Collector, Puducherry / Karaikal.
4. The Regional Administrator, Mahe / Yanam.

Copy to:

1. The Chief Electoral Officer, Puducherry.
2. The OSD to Chief Minister / Home Minister / PWD Minister /AD Welfare, Puducherry.
3. The PS to Chief Minister/Speaker / all Ministers/ P.A. to Dy. Speaker, Puducherry.
4. The Private Secretary to Chief Secretary, Puducherry.



**GOVERNMENT OF PUDUCHERRY
ELECTIONS DEPARTMENT**

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"Greater Participation for a Stronger Democracy"

M-13/961/2025-DDO/ELECTIONS/ 341

Puducherry, dt. 09.07.2025

To,

The Under Secretary to Government,
Department of Personnel & Administrative Reforms,
Chief Secretariat, Puducherry.

Sir,

Sub: Elections – Exemption from appointment as BLO –
Regarding.

Ref: ECI Letter No. 23/BLO/2025-ERS, dated 05.06.2025.

I am directed to invite your attention to the instructions issued by the Election Commission of India (ECI) vide reference cited, regarding the appointment of Booth Level Officers (BLOs). The relevant guidelines are as enlisted here under :

- 1.1. *ERO to appoint a BLO for each part of an electoral roll, under Section 13B (2) of the Representation of the People Act, 1950, amongst any Group C and above regular serving employees of State / Local Government enrolled as elector in that part.*
- 1.2. *In the absence of regular State / Local Government employees, ERO may appoint BLO amongst Anganwadi Workers, Contract Teachers, or Central Government employees. However, in such cases, CEO shall obtain a non-availability Certificate (Annexure-I) signed by ERO and Countersigned by DEO.*
- 1.3. *In the absence of any employee of categories mentioned above enrolled as an elector in that part of electoral roll, ERO, with the prior approval of CEO, may appoint BLO amongst such categories of employee working in the area covered by that part of electoral roll.*
- 1.4. *In any other case, prior approval from the Commission shall be mandatory."*

2. In view of the above, all District Election Officers and EROs have been instructed to appoint BLOs strictly in accordance with these guidelines.

3. The ECI has also recently mandated a Revision of electoral rolls in the State of Bihar, and it is expected that the same will soon be extended to all States and Union Territories, including Puducherry. This necessitates the urgent and compulsory appointment of BLOs.

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4. Several Departments / Offices have submitted proposals seeking exemption for specific staff from being appointed as BLOs. In this context, the following relevant constitutional and statutory provisions governing such appointments are stated here:

i. Under Article 324 (1) & (6) of the Constitution of India:

(1) "The superintendence, direction and control of the preparation of the electoral rolls for, and the conduct of, all elections to Parliament and to the Legislature of every State and of elections to the offices of President and Vice-President held under this Constitution shall be vested in a Commission (referred to in this Constitution as the Election Commission).

(6) The President, or the Governor of a State, shall, when so requested by the Election Commission, make available to the Election Commission or to a Regional Commissioner such staff as may be necessary for the discharge of the functions conferred on the Election Commission by clause (1)."

ii. As per Section 13B (2) of the RPA Act, 1950:

"(2) An electoral registration officer may, subject to any prescribed restrictions, employ such persons as he thinks fit for the preparation and revision of the electoral roll for the constituency."

iii. As per Section 29 of the RPA Act, 1950

"29. Staff of local authorities to be made available.—every local authority in a State shall, when so requested by the Chief Electoral Officer of the State, make available to any Electoral Registration Officer such staff as may be necessary for the performance of any duties in connection with the preparation and revision of electoral rolls"

iv. As per Section 159 in The Representation of the People Act, 1951

"159. Staff of certain authorities to be made available for election work.—

(1) The authorities specified in sub-section (2) shall, when so requested by a Regional Commissioner appointed under clause (4) of article 324 or the Chief Electoral Officer of the State, make available to any returning officer such staff as may be necessary for the performance of any duties in connection with an election.

(2) The following shall be the authorities for the purposes of sub-section (1), namely:

(i) every local authority;

(ii) every university established or incorporated by or under a Central, or State Act;

(iii) a Government company as defined in section 617 of the Companies Act, 1956;

(iv) any other institution, concern or undertaking which is established by or under a Central, Provincial or State Act or which is controlled, or financed wholly or substantially by funds provided, directly or indirectly, by the Central Government or a State Government."

v. As per Section 32 (1) in "The Representation of The People Act, 1950":

32. Breach of official duty in connection with the preparation, etc., of electoral rolls.

(1) If any Electoral Registration Officer, Assistant Electoral Registration Officer or other person required by or under this Act to perform any official duty in connection with preparation, revision or correction of an electoral roll or the inclusion or exclusion of any entry in or from that roll, is without reasonable cause, guilty of any act or omission in breach of such official duty, he shall be punishable with imprisonment for a term which shall not be less than three months but which may extend to two years and with fine.

5. As such, it is emphasized that EROs have a limited pool of eligible Government Employees for appointment as BLOs, while complying with the ECI's guidelines and timelines.

6. Accordingly, it is requested that a circular may be issued to all Secretaries and Heads of Departments, Government of Puducherry, informing that, in view of the constitutional mandate, statutory requirements, and operational urgency of the upcoming Revision of Electoral Rolls, requests for exemption of Government staff from appointment as BLOs shall not be entertained.

7. This issues with the approval of the Chief Electoral Officer, Puducherry.

Yours faithfully,

A handwritten signature in blue ink, appearing to read 'B. Thillaiavel', with a long horizontal stroke extending to the right.

(B. THILLAIVEL)
DEPUTY CHIEF ELECTORAL OFFICER