

**Government of West Bengal**  
**Irrigation & Waterways Department**  
**Jalasangrad Bhaban, 3rd Floor, Western Block**  
**Bidhannagar, Salt Lake City, Kolkata-700 091**

No.:1203(10)-IW-11011(99)/25/2020

Date:02.05.2025

From: The Deputy Secretary .to the Government of West Bengal.

To:

1. The Chief Engineer, South, I & W Directorate.
2. The Chief Engineer, West, I & W Directorate
3. The Chief Engineer, South West, I & W Directorate
4. The Director of Personnel & Ex. Officio Chief Engineer, I & W Directorate
5. The Chief Engineer, North, I & W Directorate
6. The Chief Engineer, (Design & Research), I & W Directorate
7. The Chief Engineer, North East, I & W Directorate
8. The Chief Engineer, Teesta Barrage Project, I & W Directorate
9. The Chief Engineer (Mechanical & Electrical), Irrigation & Waterways Directorate
10. The Chief Engineer ( Project Director, WBMIFMP), Irrigation & Waterways Directorate,

**Subject:** Bye-Elections in 80-Kaliganj AC-Special Summery Revision w.r.t. 01.04.2025 as the qualifying date-posting of adequate staff to fill up vacancies and ban on transfers/postings of the officers/staff engaged with revision of roll of the ACs concerned-regarding

Ref: Memo no. 237(55)-Home(Cons)/R1M(Cons.)-54/2024 dated 21.04.2025 of the Special Commissioner, Home and Hill Affairs Department.

The undersigned is directed to enclose the above referred memorandum and request them to circulate the same to their subordinate offices to take necessary actions from their end.

Encl: As stated above.

*Sdf*

**Deputy Secretary to the Government of West Bengal**

No. :1203(10)/1(2)IW-11011(99)/25/2020

Date:02.05.2025

Copy forwarded for information and necessary action to:

1. P.A to the Secretary, I&W Department.
2. The Executive Engineer, DVC Study Cell, I&W Dte.----With a request to upload the same in this Department's official website.

**Deputy Secretary to the Government of West Bengal**

24070547  
09/04/25

**Bye-Elections in Assembly Constituencies- SSR w.r.t. 01.04.2025 as the qualifying date - Posting of adequate staff to fill up vacancies and ban on transfers/postings of the officers/staff engaged with revision of roll of the ACs concerned- regarding.**

**From :** CEO West Bengal <ceo-election-wb@nic.in>

Tue, Apr 08, 2025 03:33 PM

**Subject :** Bye-Elections in Assembly Constituencies- SSR w.r.t. 01.04.2025 as the qualifying date - Posting of adequate staff to fill up vacancies and ban on transfers/postings of the officers/staff engaged with revision of roll of the ACs concerned- regarding.

✓ Election

1 attachment

**To :** Dr. Manoj Pant <cs-westbengal@nic.in>

**Cc :** dibyenduelection@gmail.com

✓ Pr. Secretary, Home

Secretary, P&AR

Received on 09-04-2025

Referred to SCCAS

Principal Secretary  
Home & P&AR Dept. &  
Labour & Welfare Dept.

Q  
8/4

Sir,

Please find the attachment.

Yours Faithfully,

CEO, WB



732.pdf  
1 MB

Avinash  
T/Wang  
16/04/25

HSL-3612  
09.04.2025



Government of West Bengal  
Home and Hill Affairs Department  
Co-ordination Branch  
Nabanna, 4<sup>th</sup> Floor, Room No. – 410  
325, Sarat Chatterjee Road, Howrah- 711 102  
e-mail: [homeelectionwb@gmail.com](mailto:homeelectionwb@gmail.com)

Ambani  
P. Circular  
25/4

Say, MP  
2/21/4

No. 237(55)-Home (Cons)/R1M(Cons.)-54/2024

Date:21.04.2025

- To : 1) Additional Chief Secretary/Principal Secretary/Secretary,  
ALL Department, Government of West Bengal;  
2) The District Magistrate & District Election Officer, Nadia

OSD (EM)  
JSC(E)W  
2/21/4  
2/21/4

Sub: Bye-Elections in 80-Kaliganj AC-Special Summery Revision w.r.t. 01.04.2025 as the qualifying date-Posting of adequate staff to fill up vacancies and ban on transfers/postings of the officers/staff engaged with revision of roll-regarding.

Sir,

With reference to the subject mentioned above, I am directed to enclose a copy of letter No. 732-Home(Elec) dated 04.04.2025 of office of Chief Electoral Officer, West Bengal along with letter No. 23/2025/ERS/4720 dated 03.04.2025 along with enclosures of Secretary, Election Commission of India for your information and necessary action.

Yours faithfully,

Encl: As stated

Special Commissioner to the Government of West Bengal

No. 237(55)/1(2) – Home (Cons)/R1M(Cons.)-54/2024

Date:21.04.2025

Copy forwarded for information to:

1. The Secretary, Election Commission of India.
2. Chief Electoral Officer, West Bengal.

Special Commissioner to the Government of West Bengal

1579-ACC  
22.4.25

**ELECTION COMMISSION OF INDIA**

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001

No. 23/2025-ERS

Dated: 3<sup>rd</sup> April, 2025

To,

The Chief Secretaries/Lt. Governor of

1. Gujarat
2. West Bengal
3. Manipur
4. Kerala
5. Punjab
6. Jammu & Kashmir

**Subject: Bye-elections in assembly constituencies – Special Summary Revision w.r.t. 01.04.2025 as the qualifying date – Posting of adequate staff to fill up vacancies and ban on transfers/postings of the officers/staff engaged with revision of roll of the ACs concerned– regarding.**

Sir/Madam,

I am directed to convey that the schedule for Special Summary Revision (SSR) with reference to 01.04.2025 as the qualifying date has already been announced vide Commission's letter dated 26.03.2025, in the following assembly constituencies where bye-elections are due:

Sl. No.	Assembly Constituencies
1	24-Kadi (SC) AC, Gujarat
2	87-Visavadar AC, Gujarat
3	80-Kaliganj AC, WB
4	49-Tadubi (ST) AC, Manipur
5	35-Nilambur AC, Kerala
6	64-Ludhiana West AC, Punjab
7	77-Nagrota AC, J&K
8	27-Budgam AC, J&K

2. A copy of the Commission's letter No. 23/2024-ERS (Vol.-IV), dated 26<sup>th</sup> March, 2025, inter-alia containing approved schedule for the Summary Revision of Photo Electoral Rolls with reference to 01.04.2025 as the qualifying date is enclosed for your reference. The CEO shall bring to your notice immediately; in case any change is made in the schedule of Special Summary Revision.

3. It is requested that the following may be ensured for smooth and meaningful conduct of Special Summary Revision of electoral roll in your State/UT: -

(a) Provision of adequate staff

182

**OFFICE OF THE CHIEF ELECTORAL OFFICER  
WEST BENGAL  
21 N S ROAD KOLKATA-700 001**

**No.732 -Home (Elec)**

Dated 4<sup>th</sup> April, 2025

**From: Chief Electoral Officer  
West Bengal**

**To: Chief Secretary  
to the Government of West Bengal**

**Subject: Bye -Elections in assembly constituencies – Special Summary Revision w.r.t 01.04.2025 as the qualifying date – Posting of adequate staff to fill up vacancies and ban on transfers/postings of the officers/staff engaged with revision of roll of the ACs concerned - regarding.**

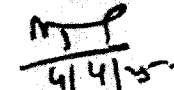
Sir,

I am forwarding a copy of the Commission's letter bearing no. 23/2025-ERS dated 3<sup>rd</sup> April, 2025 regarding Special Summary Revision w.r.t 01.04.2025 as the qualifying date, for 80 – Kaliganj AC for your kind perusal and necessary action.

A copy of the instructions issued to the concerned authorities in the state in this regards may kindly be sent to the ECI with a copy to this office for information and record.

**Encl: As stated above**

Yours faithfully,

  
4/4/25  
**Chief Electoral Officer  
West Bengal**

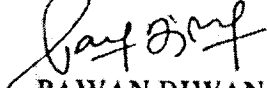
129

Registration Officers and the Assistant Electoral Registration Officers etc, should be transferred from their places of posting without the prior concurrence of the Election Commission during the period of Special Summary Revision in the State/UT. It is to clarify that during the current round of revision of electoral rolls such ban on transfer and posting would be effective from the date of draft publication of electoral roll to the date of final publication of electoral roll in your State/UT.

5. Full co-operation of the State Government, as has been extended in the past, is solicited for the present round of Special Summary Revision of Electoral Roll in your State/UT.

6. It is requested that copies of the instructions issued by you to the concerned authorities in the State in this regard may kindly be sent to the Commission, for its information and record.

Yours faithfully,

  
PAWAN DIWAN  
(SECRETARY)

Copy to: Chief Electoral Officers of States/UTs (namely Gujarat, West Bengal, Manipur, Kerala, Punjab, Jammu & Kashmir).

- (i) All existing vacancies of posts relating to electoral rolls work, like DEOs, EROs and AEROs, if any, should be filled up immediately. The CEO of the concerned State/UT is being directed to bring to your notice the list of vacancies.
- (ii) The Commission has already issued several instructions for strengthening of infrastructure and deployment of manpower in office of DEOs/EROs and CEO. In view of forthcoming revision, provision of additional staff and infrastructure wherever required, may be made in office of the above officers.

**(b) Posting of substitute officers**

If it becomes absolutely essential to transfer any officer like DEOs/EROs etc., a reference, giving full justification, should be made by State Government in consultation with and through the State CEO for consideration of the Commission. The transfer of AEROs and below level officers/officials including BLOs can be decided by the CEO at his level. This applies to filling up the vacant posts of these categories also. The CEO shall also invariably be consulted while posting substitute officer. The CEO should consult the Commission, where felt necessary.

**(c) Restriction on deployment of certain officials.**

No officer/official (i) against whom the Commission has recommended any disciplinary action and the same is pending, or (ii) to whom major penalty has been given as a result of said disciplinary proceeding, or (iii) against whom a serious criminal case is pending in any court of law, or (iv) who was transferred out during any previous revision of rolls or conduct of election for inefficiency or willfully violating the Commission directions shall be associated with work relating to revision of rolls. In case of doubt, the CEO should decide the matter, in consultation with the Commission, wherever felt necessary.

**(d) Provision of adequate fund.**

Adequate fund for carrying out the revision work should be made available to the CEO.

**4. Ban on transfers of officers and staff engaged with revision of roll during revision period (i.e. from date of draft publication to final publication):-**

Under the provision of the section 13CC of the Representation of the People Act, 1950, any officer or staff employed in connection with the preparation, revision and correction of the electoral rolls shall be deemed to be on deputation to the Election Commission for the period during which they are so employed and such officer and staff shall, during that period, be subject to the control, superintendence and discipline of the Election Commission. Transfer of officials engaged in roll-revision work during the period of revision adversely affects the work and the quality of revision process. Hence, the Commission has directed that no officials connected with the exercise of revision of electoral rolls like the District Election Officers, Deputy District Election Officers, the Electoral

(i) All existing vacancies of posts relating to electoral rolls work, like DEOs, EROs and AEROs, if any, should be filled up immediately. The CEO of the concerned State/UT is being directed to bring to your notice the list of vacancies.

(ii) The Commission has already issued several instructions for strengthening of infrastructure and deployment of manpower in office of DEOs/EROs and CEO. In view of forthcoming revision, provision of additional staff and infrastructure wherever required, may be made in office of the above officers.

**(b) Posting of substitute officers**

If it becomes absolutely essential to transfer any officer like DEOs/EROs etc., a reference, giving full justification, should be made by State Government in consultation with and through the State CEO for consideration of the Commission. The transfer of AEROs and below level officers/officials including BLOs can be decided by the CEO at his level. This applies to filling up the vacant posts of these categories also. The CEO shall also invariably be consulted while posting substitute officer. The CEO should consult the Commission, where felt necessary.

**(c) Restriction on deployment of certain officials.**

No officer/official (i) against whom the Commission has recommended any disciplinary action and the same is pending, or (ii) to whom major penalty has been given as a result of said disciplinary proceeding, or (iii) against whom a serious criminal case is pending in any court of law, or (iv) who was transferred out during any previous revision of rolls or conduct of election for inefficiency or willfully violating the Commission directions shall be associated with work relating to revision of rolls. In case of doubt, the CEO should decide the matter, in consultation with the Commission, wherever felt necessary.

**(d) Provision of adequate fund.**

Adequate fund for carrying out the revision work should be made available to the CEO.

**4. Ban on transfers of officers and staff engaged with revision of roll during revision period (i.e. from date of draft publication to final publication):-**

Under the provision of the section 13CC of the Representation of the People Act, 1950, any officer or staff employed in connection with the preparation, revision and correction of the electoral rolls shall be deemed to be on deputation to the Election Commission for the period during which they are so employed and such officer and staff shall, during that period, be subject to the control, superintendence and discipline of the Election Commission. Transfer of officials engaged in roll-revision work during the period of revision adversely affects the work and the quality of revision process. Hence, the Commission has directed that no officials connected with the exercise of revision of electoral rolls like the District Election Officers, Deputy District Election Officers, the Electoral



1585/CS  
09-04-25

Mr. P. P. A.

By E-mail/Speed Post

# ELECTION COMMISSION OF INDIA

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001

No. 23/2025-ERS / 4720

Dated: 3<sup>rd</sup> April, 2025

To,

The Chief Secretaries/Lt. Governor of

1. Gujarat
2. West Bengal
3. Manipur
4. Kerala
5. Punjab
6. Jammu & Kashmir

Pr. Secretary, Home  
Secretary, P&AR.

Received on 09/04/25

Referred to SECAS

Principal Secretary  
Home & Hill Affairs Dept. &  
Parliamentary Affairs Dept.

[Signature]

**Subject: Bye-elections in assembly constituencies – Special Summary Revision w.r.t. 01.04.2025 as the qualifying date – Posting of adequate staff to fill up vacancies and ban on transfers/postings of the officers/staff engaged with revision of roll of the ACs concerned– regarding.**

Sir/Madam,

I am directed to convey that the schedule for Special Summary Revision (SSR) with reference to 01.04.2025 as the qualifying date has already been announced vide Commission's letter dated 26.03.2025, in the following assembly constituencies where bye-elections are due:

Sl. No.	Assembly Constituencies
1	24-Kadi (SC) AC, Gujarat
2	87-Visavadar AC, Gujarat
3	80-Kaliganj AC, WB
4	49-Tadubi (ST) AC, Manipur
5	35-Nilambur AC, Kerala
6	64-Ludhiana West AC, Punjab
7	77-Nagrota AC, J&K
8	27-Budgam AC, J&K

2. A copy of the Commission's letter No. 23/2024-ERS (Vol.-IV), dated 26<sup>th</sup> March, 2025, inter-alia containing approved schedule for the Summary Revision of Photo Electoral Rolls with reference to 01.04.2025 as the qualifying date is enclosed for your reference. The CEO shall bring to your notice immediately; in case any change is made in the schedule of Special Summary Revision.

3. It is requested that the following may be ensured for smooth and meaningful conduct of Special Summary Revision of electoral roll in your State/UT: -

(a) Provision of adequate staff

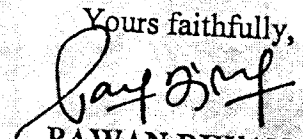
HSL-3646  
09/04/2025

Registration Officers and the Assistant Electoral Registration Officers etc. should be transferred from their places of posting without the prior concurrence of the Election Commission during the period of Special Summary Revision in the State/UT. It is to clarify that during the current round of revision of electoral rolls such ban on transfer and posting would be effective from the date of draft publication of electoral roll to the date of final publication of electoral roll in your State/UT.

5. Full co-operation of the State Government, as has been extended in the past, is solicited for the present round of Special Summary Revision of Electoral Roll in your State/UT.

6. It is requested that copies of the instructions issued by you to the concerned authorities in the State in this regard may kindly be sent to the Commission, for its information and record.

Yours faithfully,

  
PAWAN DIWAN  
(SECRETARY)

Copy to: Chief Electoral Officers of States/UTs (namely Gujarat, West Bengal, Manipur, Kerala, Punjab, Jammu & Kashmir).