



DISTRICT ELECTION MANAGEMENT PLAN (DEMP)

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District Election Management Plan

It is an **Operational Plan** with a number of sub-plans, it helps the DEO to plan overall Electoral Management for the District.



It **Shows** the Electoral **Preparedness of DEO**



Gives a complete **electoral profile of the District**



Helps Understand the Electoral Process

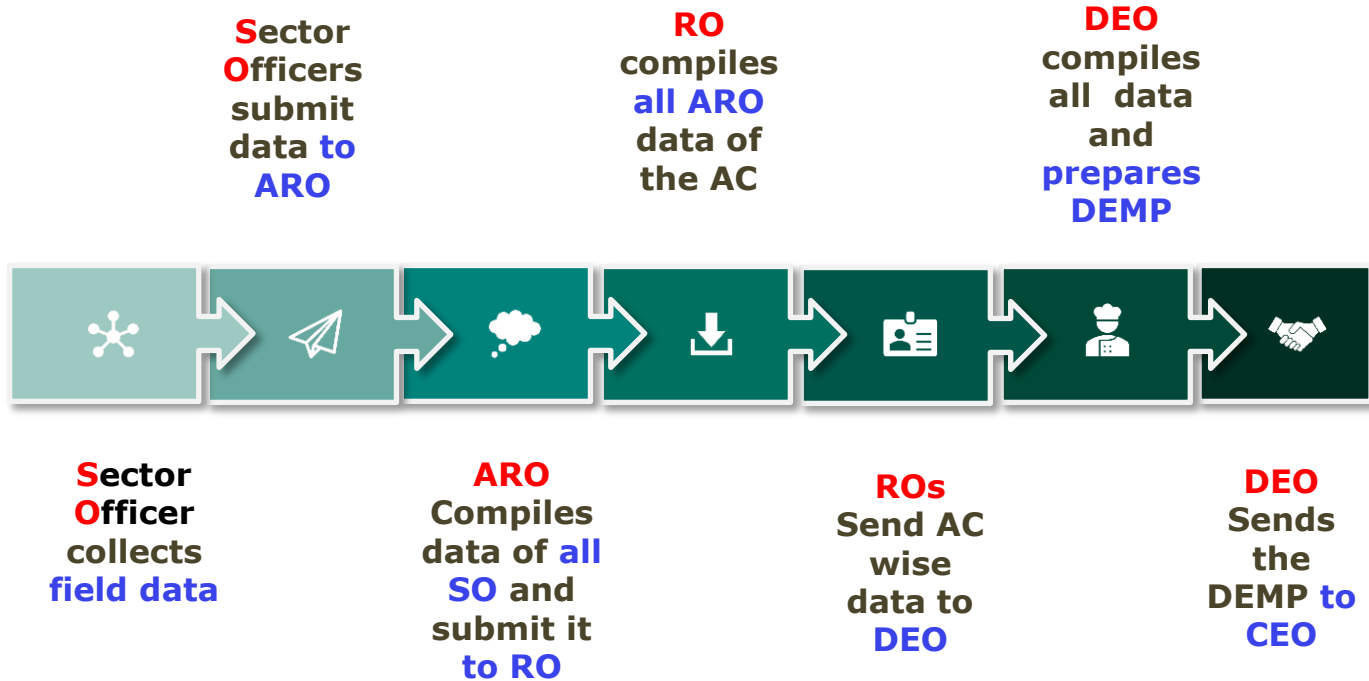


Ready Reckoner for the ECI **Observers**

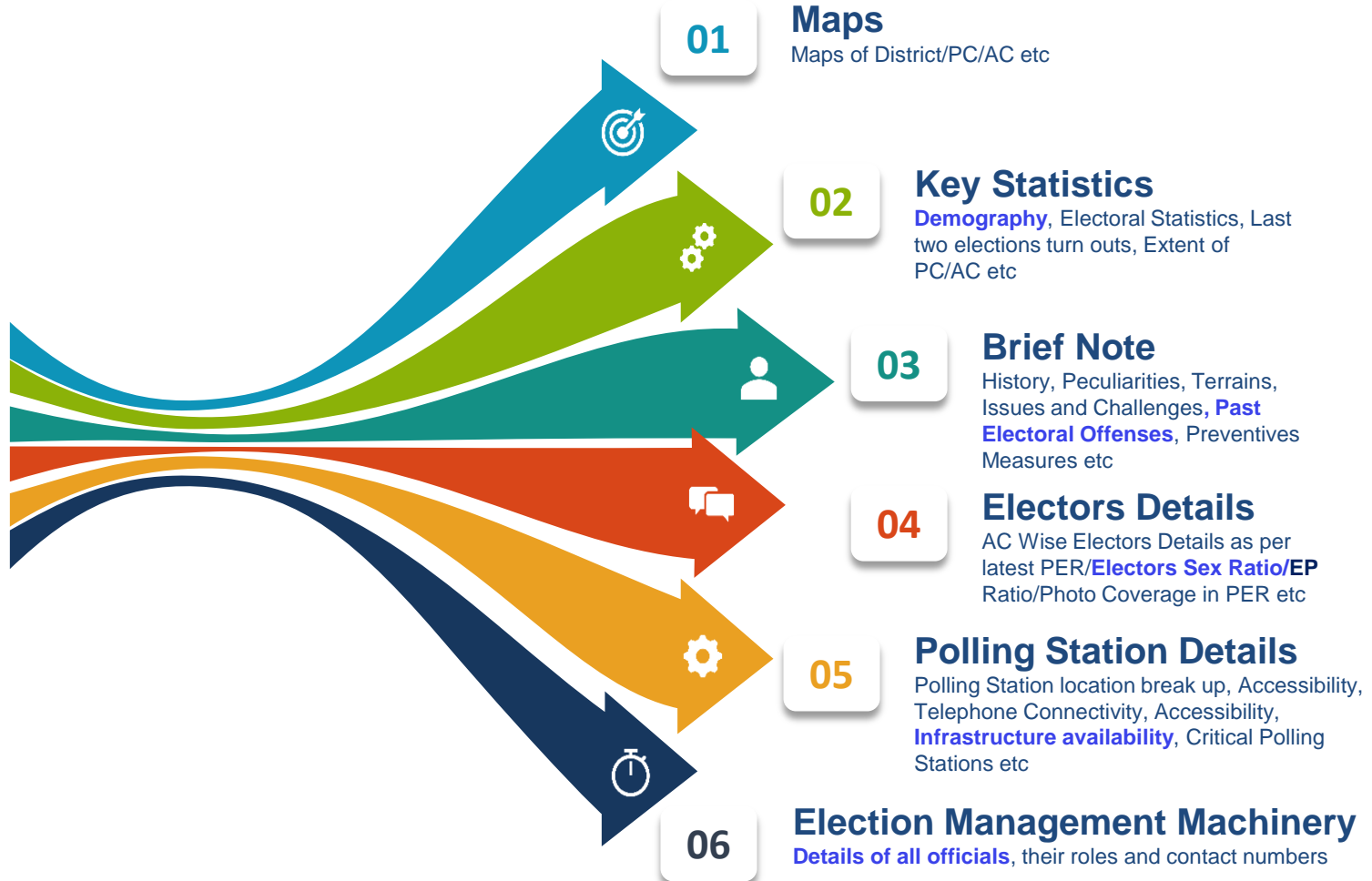


Useful **Handbook** for election **Managers**

PROCESS OF PREPARATION



DISTRICT ELECTORAL PROFILE



MANPOWER MANAGEMENT PLAN

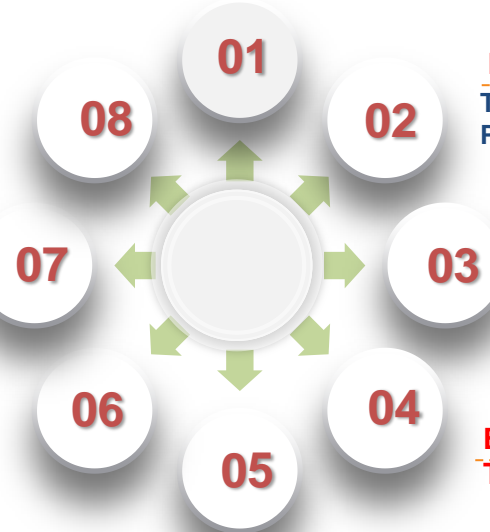
Cadre Wise Personnel Availability vis-à-vis Requirement

To be obtained AC Wise and for State
Govt as well Gol

Security Personnel
Types of Security
Personnel available for
District/AC/PS Levels etc

**Other Category
Personnel**
Technical Teams, MCMC,
SVEEP etc

MCC Teams
Details requirements for
MCC teams



Database of Polling Personnel
To be prepared Grade wise as
PrO, POs etc

**Sector Officers /Zonal
Magistrates**
Best Available lots as Sector
Officers/Zonal Magistrates

**Election Expenditure Monitoring
Team**

FS/SST/VST/VVT etc

Nodal Officers
Nodal Officers for all
activities and their assisting
teams

TRAINING MANAGEMENT PLAN

1

District Level Official Training

DLMT, DEO/RO/ARO, Nodal Officers, Sector Officers, EEM Teams, MCC Teams etc

2

Police/Security Personnel Training

Senior Police Officials/Armed Police Officials, SHOs/Sector Police Officers etc

3

Polling Parties Training

Three round of training to PrO/POs, District level Venues, AC level Venues etc

4

Special Training Sessions

Technical Officers/Technical users, Videographers, Micro Observers etc

5

Training on Counting

DLMT/Counting Staffs/Tabulation Staffs/Technical Staffs/Media Management officials etc

EVM/VVPAT MANAGEMENT PLAN

EVM/VVPAT Procurement

Assessing requirement AC wise including Reserve numbers, Trainings sets, Procuring from CEO if any additional requirement

Final Storage Arrangement

Post counting storage arrangements, Handling personnel etc

Counting Arrangement

Arrangements made for Storage and handling after poll and counting purpose

Storage Requirement

Arrangement for warehousing, Pre-Poll, Post Poll etc

Randomization Arrangement

Arrangement for place of Randomization both 1st and 2nd

Manpower/ Team Arrangement

Positioning teams requirement for storage, Randomization, Shifting etc.



Logistic Management Plan

Material Handler

Designation of officials who will be handling election material at different levels

Procurement Plans

Items to be sources from State and
Items to be Procured at District
Levels



Distribution of Election Material

Distribution of material procured centrally to
ROs and subsequently to Polling Parties

Storage of Election Materials

Storage arrangement of Election material
at District Level & AC Level

MOVEMENT PLAN

Vehicle Arrangement

Arrangement of different types of vehicles suitably for covering all polling stations/ Sectors etc , Availability vis a vis requirements

Polling Personnel Movement Plan

Route Plans for movement/return of Polling parties along with vehicle numbers/type if possible, Pictorial representation preferable

Sector/Zonal Movement Plan

Sector wise/ Zone wise movement of Sector Officers

Police/Security Movement Plan

Police Zone wise/Sector Wise Movement Plans

Observer/DEO/Other Sr Officer movement

RO/ARO/Nodal Officers Movement arrangement

Movement arrangement for RO/ARO during the Electoral Processes



Security/Force Deployment Plan



Assessment

Assessment of Requirement of Forces/Police of various ranks vis a vis availability



Sector/Designated/Zonal Police Officer

Identification/Deployment of suitable officials to man these position



Security force with Polling Party

Identifying security personnel to accompany polling parties



Striking Force/Mobile Parties

Assessment and requirement of number of such units and composition








CAPF Requirement

Requirement of CAPF/Their movement in Vulnerable areas/Polling Stations

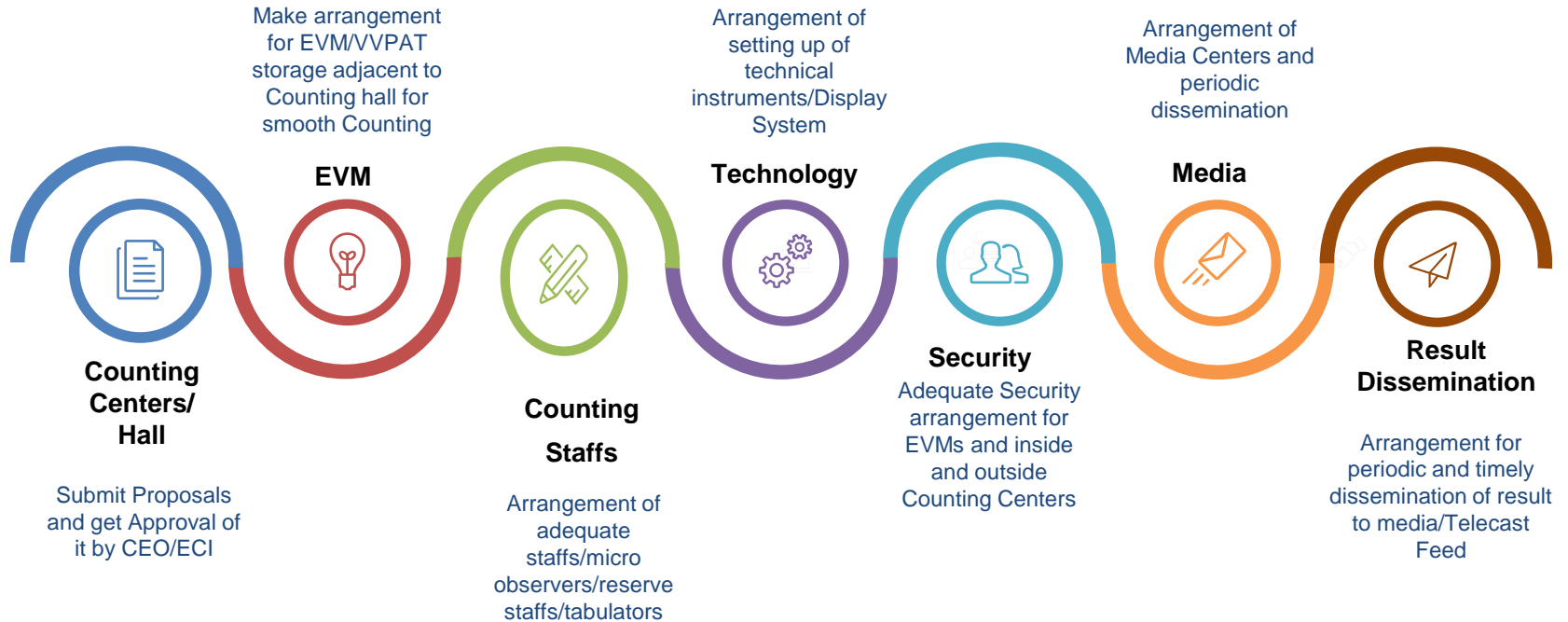
Communication Plan

Focus Areas






	Criteria	Intervention
	Polling Stations	List the number of Polling Stations having Landline/Cellular Connectivity and obtain details
	Shadow Area	List the number of uncovered Polling Stations in terms of Connectivity
	Polling Personnel	Obtain the contact numbers of polling personnel service provider wise database
	Election Officials	Prepare database of contact number of all election related officials starting from DEO/RO/ARO/Nodal Officers/Zonal Officers/Sector Officers etc
	Universal Coverage	Prepare the PS wise coverage plan. All PS should be covered by at least one type of connectivity Landline/Cellular/Satellite Phone/Messengers etc

Responsibility of 100% test confirmation & operativeness of all the components of communication plan lies with DEO.

Counting Plan



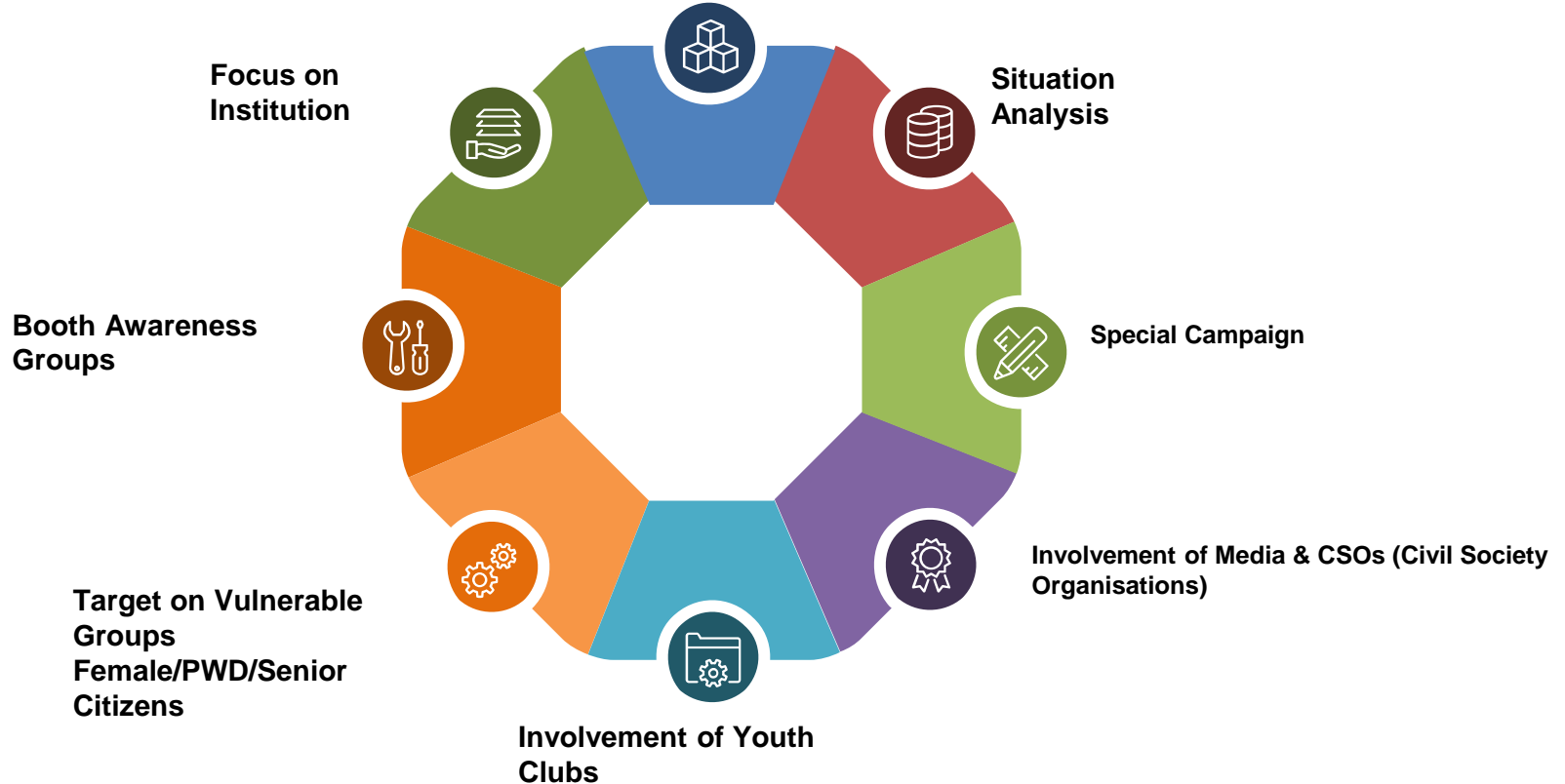
PERSONNEL WELFARE PLAN

Focus Area	Goal	Priority Actions
 Nodal Officer	<ul style="list-style-type: none">• Nodal Officer to be designated at District Level	<ul style="list-style-type: none">• Also to be designated at Sub-District/AC level
 Basic Facilities	<ul style="list-style-type: none">• Nodal Officer should ensure all basic facilities needed for Polling Personnel at PS	<ul style="list-style-type: none">• Same level of facilities may be provided during training programme also
 Receipt & Dispersal Centers	<ul style="list-style-type: none">• Nodal Officer to take proper care for food/medical/drinking water/shed facility	<ul style="list-style-type: none">• Ensure immediate relieving and see off arrangement
 Vulnerable Section	<ul style="list-style-type: none">• Special care for Female Polling Personnel/Aged Group/PWD etc	<ul style="list-style-type: none">• Triaging such group and ensure targeted facilities on priority,
 Mishap	<ul style="list-style-type: none">• Nodal Officer to take great care in the event of critical injury/Death during the duty period	<ul style="list-style-type: none">• Proper Obsequies arrangement, Compassionate behavior as the personnel is on national duty

SVEEP Plan

(Systematic Voter's Education and Electoral Participation)

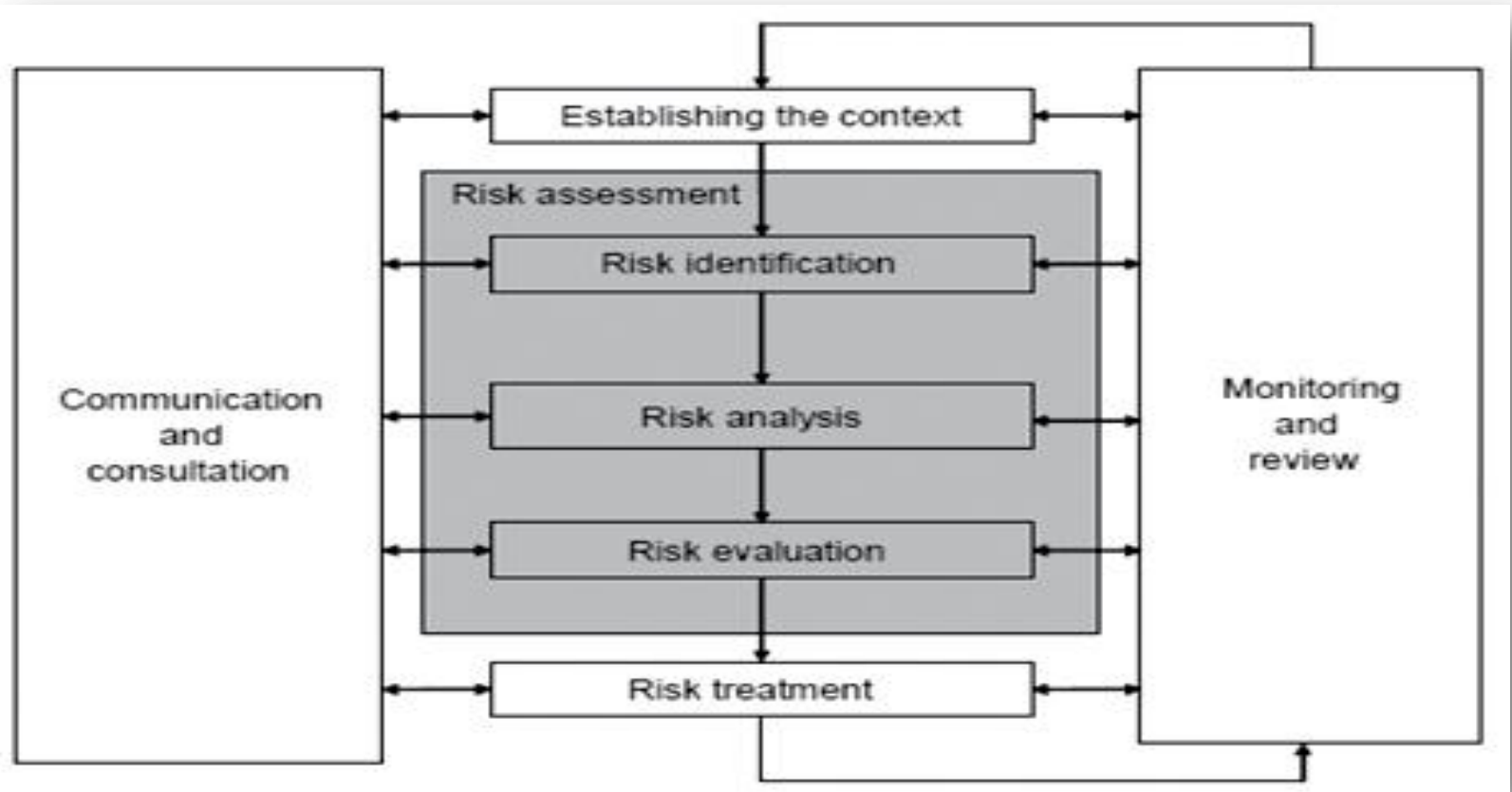
Target Low Turnout Polling Station Area



TECHNOLOGY USE PLANNING

TECHNOLOGY	STAGE AT WHICH IT WILL BE USED IN POLLS	TO BE DEVELOPED BY WHOM	START DATE	END DATE	PERSON RESPONSIBLE FOR ITS IMPLEMENTATION
SMS BASED POLL DAY MONITORING SYSTEM					
WEB CASTING					
SMS QUERY BASED SYSTEM FOR NAME SEARCH & BLO DETAILS					
GIS BASED MAPPING					
1950 & TOLL FREE HELPLINES					
MATADATA SAHAYATA KENDRA –					
ONLINE REGISTRATION					
WEB BASED SEARCH FACILITY					
LAW & ORDER PORTAL FOR DAILY REPORTING					
MCC DAILY REPORTING PORTAL					
PORTAL FOR RECEIVING MCC REFERENCES FROM STATE GOVT. DEPARTMENTS					
SOCIAL MEDIA USE					

ELECTORAL RISK MANAGEMENT

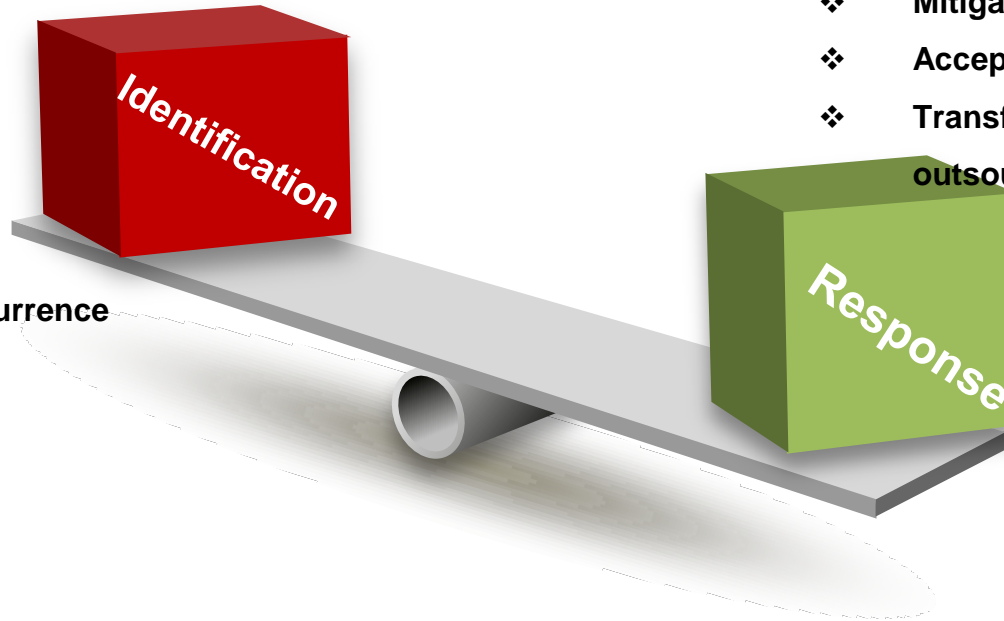


Risk Management Contd.....

The response to a risk can be any of the following:

- ❖ Avoid – By eliminating cause
- ❖ Mitigate – by reducing possibility
- ❖ Accept – as nothing can be done
- ❖ Transfer – by outsourcing/insurance/etc.

- ❖ Category of Risk
- ❖ Probability of Occurrence
- ❖ Impact volume
High/Medium/Low



Observers Arrangement



Liaison Officers

Smart and Tech savvy officers to be engaged who should have fare knowledge of the District



Logistics

Accommodation Arrangements, Secretarial Assistance, PSO, Chauffeur with Vehicle



Publicity

Adequate Publicity of Observers for info of General Public



Availing Resources

DEMP/Details of RO/ARO, MCC Teams/EEM Teams etc



Facilitating Reporting


Facilitation of time to time statutory reporting of Observers by submitting Data Requirement

Components of District Plan

1	District Profile
2	Electoral Roll Management
3	Polling Stations and Infrastructure
4	Vulnerability and Criticality
5	Security plan and Force Deployment
6	Communication Plan
7	EVM Management
8	Poll personnel management and Welfare
9	Model Code and enforcement
10	Expenditure Monitoring

Contd...

Components of District Plan – contd.

11	Transport and Movement Plan - Personnel and Machinery
12	Complaint Redressal
13	SVEEP – Systematic Voter Education and Electoral Participation
14	Training and Awareness to all stake holders
15	IT interventions for better election management
16	Counting Plan
17	Material Management
18	Voter Assistance and Facilitation
19	PWD Facilities
20	Interface with Political Parties
	NB: BEMP – Booth Level Election Management Plan to be integrated with DEMP 



Thank you

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