

MANUAL-1

PARTICULARS OF ORGANISATION ,FUNCTIONS AND DUTIES

[Section 4(1)(b)(xi)]

1. AIMS AND OBJECTIVES OF ORGANIZATION:

The main objective of the Election Department is to conduct free and fair Election to the seventy Assembly Constituencies of Delhi Legislative Assembly and seven Lok Sabha seats of NCT of Delhi under the overall direction, superintendence and control of the Election Commission of India.

2. MISSION/VISION OF ORGANIZATION

- Preparation of defect-free Photo Electoral rolls of all the seventy Assembly Constituencies.
- To provide round the year election related service including inclusion of name in the Photo Electoral Roll and issue of Electors Photo Identity Cards.
- Attainment of optimum level of interaction with all the citizens of Delhi to resolve their election related grievances to their satisfaction.
- Ensuring free and fair poll as and when it takes place.

3. BRIEF HISTORY AND BACKGROUND OF ITS ESTABLISHMENT:

The office of the Chief Electoral Officer has been set up in NCT of Delhi in accordance with the Section 13A of The Representation of the People Act-1950 with the objective of conducting elections to the seventy Assembly Constituencies of Delhi Legislative Assembly and the seven Lok Sabha seats.

4. ORGANIZATIONAL STRUCTURE:

The office is headed by the Chief Electoral Officer, Delhi appointed by the Election Commission of India in consultation with Govt. of NCT of Delhi. The Chief Electoral Officer works under the overall direction, superintendence and control of the Election Commission of India for all election related activities in the NCT of Delhi. The Chief Electoral Officer is assisted by two Spl./Addl./Joint Chief Electoral Officers, one Dy. Chief Electoral Officer and five Election Officers at the Head Quarter. In the field, CEO is assisted by nine District Election Officers (The Deputy Commissioners of the 9 Districts), 36 Electoral Registration Officers and 70 Assistant Electoral Registration Officers. All the officers engaged in the Election related activities viz, the District Election Officers, Electoral Registration Officers, Assistant Electoral Registration Officers, Returning Officers, Asstt. Returning Officers etc. are appointed by the Election Commission of India in consultation with the Govt. of NCT of Delhi.

5. ALLOCATION OF BUSINESS/DUTIES BEING PERFORMED TO ACHIEVE THE MISSION

- (i) The work of preparation and updation of Electoral Rolls of all the seventy Assembly Constituencies in Delhi has been entrusted to the concerned Electoral Registration Officers(ERO). These officers are assisted by Assistant Electoral Registration Officers (AEROs) and other staff members. The updation of Electoral Roll is a continuous process. The election related service is provided to the citizens of Delhi through the dedicated office called Voter Registration and Epic Centre (VREC). The Voter Registration and Epic Centre has been setup in each of the 70 Assembly Constituencies. However, the exercise of revision of these rolls is also undertaken annually by Electoral Registration Officers for a stipulated period as per orders of Election Commission of India.

- (ii) The work of preparation and issue of Photo Identity Card to the electors of all the seventy Assembly Constituencies in Delhi has also been assigned to the concerned Electoral Registration Officers. For undertaking this task, he is assisted by Asstt. Electoral Registration Officer and other staff. Presently, the work of preparation and issue of Photo Identity Cards is a continuous process and is being done at the 70 Voter Registration and Epic Centers (VREC) of respective Assembly Constituencies throughout the year.
- (iii) The elections/Bye-election to the seats of Delhi Legislative Assembly and Lok Sabha are conducted as per orders and schedule announced by Election Commission of India by the concerned Returning Officers of the Assembly/Parliamentary Constituency. These officers are assisted by Asstt. Returning Officers and other staff members.
- (iv) The office of the Chief Electoral Officer supervises, monitors and coordinates various election related activities ordered by the Election Commission of India in the NCT of Delhi.

6. CITIZENS INTERACTION/DETAILS OF SERVICES RENDERED:

- (i) The citizens of Delhi may apply to the Electoral Registration Officers at the VREC of their Assembly Constituency for the following purposes:

Inclusion of name in Electoral Roll through - Form-6

Inclusion of name in Electoral Roll of Overseas Elector through - Form-6A

Deletion of name in Electoral Roll through - Form-7

Correction of name in Electoral Roll through - Form-8

Transposition of entries within the same Assembly Constituency - Form-8A

Issue of Elector's Photo Identity Card (Epic) to the new Elector's

Issue of duplicate Epic

Issue of Certificate of entries in the Electoral Rolls

Inspection of entry in the Electoral Rolls

- (ii) The Citizens may contact the Electoral Registration Officers concerned for getting their Photo Identity Card prepared for the first time, free of cost. In case of duplicate card due to being lost or mutilated, they may get it prepared after payment of Rs. 25/- only.
- (iii) The Citizens may apply and obtain soft Copy of Electoral Roll {without photo} on payment of **Rs.100/- per CD.**

7. (i) POSTAL ADDRESS OF THE MAIN OFFICE:

Office of The Chief Electoral Officer,
Old St. Stephens College Building,
Kashmere Gate,
Delhi- 110006

(ii) POSTAL ADDRESS OF THE DISTRICT ELECTION OFFICERS AND ELECTORAL REGISTRATION OFFICERS

DISTRICT ELECTION OFFICERS

NAME OF DISTRICT	DESIGNATION & COMPLETE ADDRESS
NEW DELHI	Dy. Commissioner (New Delhi) 12/1, Jam Nagar House, New Delhi.
SOUTH	Dy. Commissioner (South), B.D.O. Office Complex, M.B. Road, Saket ,New Delhi.
SOUTH WEST	Dy. Commissioner (South West), Old Terminal Tax Building, Kapashera, New Delhi.
EAST	Dy. Commissioner (East), I. & F. Complex, L.M. Bandh, Shastri Nagar, Delhi.
CENTRAL	Dy. Commissioner (Central) Employment Exchange Building,Daryaganj, New Delhi.
NORTH	Dy. Commissioner (North), 1, Kirpa Narain Marg, Delhi.
WEST	Dy. Commissioner (West), Old School Complex, Rampura, Delhi.
NORTH WEST	Dy. Commissioner (North West), Village Kanjhawla, Delhi.
NORTH EAST	Dy. Commissioner (North East), D.S.I.D.C. Complex, Nand Nagri, Delhi.

(iii) **ADDRESS OF THE VOTERS REGISTRATION AND EPIC CENTRE**

No. & Name of the AC	Address of VREC	Tel No. of VREC
1-NARELA	BDO Office Complex, Alipur, Delhi	27204027
2-BURARI	Delhi Jal Board Office, Near Transport Authority, Sant Nagar, Burari, Delhi	27612011
3-TIMARPUR	Old Super Bazar Building, Delhi Admn. Flats Timarpur, Delhi	23810680
4-ADARSH NGR.	FSO Office Circle-62, Ground Floor, Night Shelter, Sarai Peepal Thala, Delhi	27672403
05-BADLI	Old Fire Station Building, Industrial Area Badli, Delhi	27294117
06-RITHALA	Multipurpose Community Centre, vill. Prahlad Pur Banger, Delhi	27822109
07-BAWANA	Office Complex DC (N/W), Kanjhawala	25951190
08-MUNDKA	Community Centre (Barat Ghar), Kanjhawala Chowk, Delhi	25954446
09-KIRARI	MPCC, Vill. Mubarak pur Dabas, Delhi - 110086	25953530
10-SULTANPUR MAJRA	Shivaji Sports Complex, JJ & Slum, C-Block, Sultanpuri, Near DTC Terminal. Delhi	25961666
11-NANGLOI JAT	Patwar Ghar, Najagarh Road, Nangloi Jat, Delhi	25945435
12-MANGOL PURI	Community Hall, A-Block, Kalamandir Cinema Road, Mangolpuri, Delhi	27915928
13-ROHINI	Old Fire Station Building, Indl. Area Badli, Delhi	27293330
14-SHALIMAR BAGH	Recreation Centre, U&V Block, Shalimar Bagh, Delhi	27481264
15-SHAKUR BASTI	Gvoernment Boys Sr. Sec. School Sant Nagar , Rani Bagh, Delhi	27026693
16-TRI NAGAR	Community Centre, MCD (CSD) K- Block, Sandesh Vihar Rani bagh , Delhi	27154858
17-WAZIRPUR	Community Centre Labour Welfare Centre, Nimri Colony, Ashok Vihar, Delhi.	27305087
18-MODEL TOWN	Arya Bhatt Polytechnic, Near Shakti Nagar Tel Exchange, G.T.Karnal Road, Delhi	27129855
19-SADAR BAZAR	O/o the SDM (Pharaganj)7, FFC Jhandewalan , Delhi	23559400
20-CHANDNI CHOWK	Community Centre, Sarai Phus, Near DDA Flats, Tis Hazari, Delhi	23933221
21-MATIA MAHAL	M. C. Primary school Shankar Gali, Asif Ali Road, Near Police Bhawan , New Delhi-2	23219332
22-BALLIMARAN	Community Centre, Rain Besera Slum & JJ, Near BSES, Lahori Gate, Delhi	23933216
23-KAROL BAGH	Tibbia College, Oppsite Ajmal Khan Park, Karol Bagh, Delhi. -5	23514001
24-PATEL NAGAR	Community Centre, B-Block, New Ranjit Nagar, Delhi.	25700018
25-MOTI NAGAR	Room No.14&15, Labour Deptt.'s Office, F-Block, Karampura, Delhi	25107488
26-MADIPUR	Community Centre, Slum & JJ, MCD, Old Slum Quarters, Panchim Puri, Delhi-63	25218441
27-RAJOURI GDN.	Community Centre (Slum & JJ), C-Block, Raghubir Nagar, Delhi	25107249
28-HARI NAGAR	Flat No.14A, DA Block, Hari Nagar, Delhi	25491833
29-TILAK NAGAR	Multipurpose Comm. Centre, Ground Floor, Block-12, Tilak Nagar, Delhi	25990441
30-JANAKPURI	TRUSS, MCD Works Store, C-2-B, Janak Puri, Delhi.	25514048
31-VIKASPURI	Social Welfare Centre, JJ Slum MCD, Tilak Vihar, Delhi	28335831
32-UTTAM NAGAR	MPCC, Dev. Deptt, Binda Pur, Delhi	25643033
33-DWARKA	Community Centre/Chaupal, H-Block, Harijan Basti, Sagarpur, Delhi	28523115
34-MATIALA	Community Centre, Kakrola Housing Complex, MCD Office, Delhi	25332350
35-NAJAFGARH	BDO Office Complex, Najafgarh, Delhi	25012877
36-BIJWASAN	Veternity Hospital Building Barthal Road Bijwasan Delhi-77	25314951
37-PALAM	Community Centre, Slum & JJ (MCD) JJ Colony, Sector-I, Dwarka, New Delhi	25071085
38-DELHI CANTT	Employment Exchange Building, Kirbi Place, New Delhi	25687687
39-RAJINDER NG.	Opp.ITI Hostel Mess, Pusa Campus, Pusa, Delhi.	25843192
40-NEW DELHI	13/2, Jam Nagar House, New Delhi	23381531
41-JANGPURA	Jal Vihar FSO Office complex Latpat Ngr.II, New Delhi.	29821555
42-KASTURBA N	MCD Unused School Lajpat Nagar III, Delhi	29841555

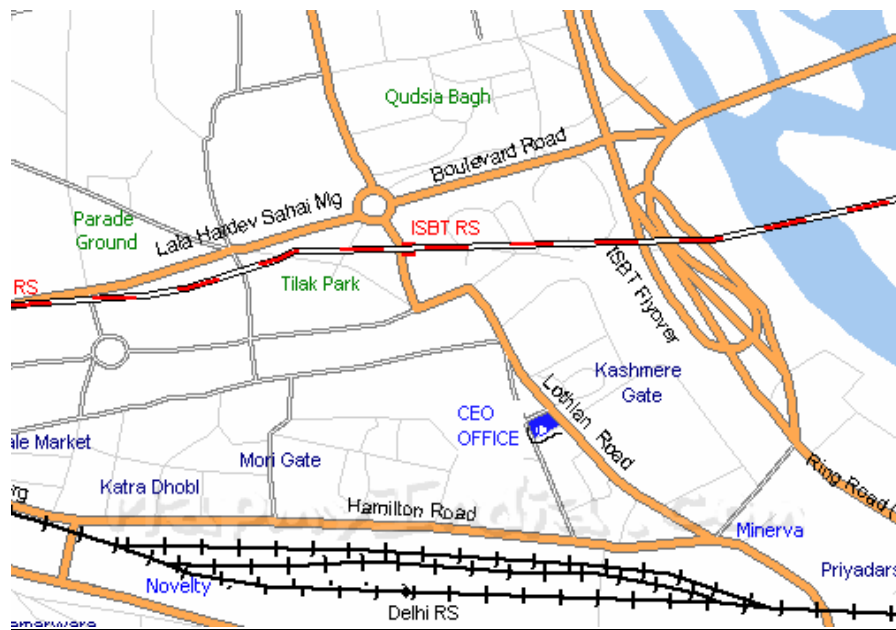
43-MALVIYA NGR.	Humaunpur Barat Ghar, Opp. Chota Gurudwara, Humayunpur Village, New Delhi.	26180870
44.R.K.PURAM	MCD Community Centre, Sec-3, R.K.Puram, Delhi	26162657
45-MEHRAULI	Old vaocational Training school building near Qutub Minar, Mehrauli, Delhi -30	26642800
46-CHHATARPUR	VREC Centre, Behind Dena Bank, Chhatarpur, Mehrauli, Delhi	26805726
47-DEOLI	Near Police Post Pushp Vihar, Sec-4, New Delhi	29562531
48-AMBEDKAR NAGAR	Community Centre, RPS Colony, Khanpur, Opp.DTC Bus Depot, Delhi	29963913
49-SANGAM VIHAR	37, Tughlakabad Institutional Area, M.B. Road, New Delhi.	29963914
50-GREATER KAILASH	Junior Engg. Civil Office Jal Board work centre, Opposite Chirag Nursery, Chirag, Delhi.	29253613
51-KALKAJI	Dr. Hedgewarkar Old Aged Centre, B-Block, Kalkaji, Delhi.	26434740
52-TUGHLAKA-BAD	37, tuglakabad Institutional Area, near Batra Hospital MB Road, New Delhi -62	29966076
53-BADARPUR	Multi Purpose Community Centre, Meethapur Village, Delhi	26668372
54-OKHLA	Fishereis Department Building, New Basti near Jamia Nagar Police Station , Okhla New Delhi -25	26951555
55-TRILOKPURI	Bal Vikas Kendra J J Slum Building, Opposite Block-2, Trilokpuri, Delhi.	22774383
56-KONDLI	Multipurpose Community Centre Kalyan Puri, Delhi	22774412
57-PATPARGANJ	PatparganjFire Station, Opposite 14-Block,Mandawali, Delhi.	22731358
58-LAXMI NGR.	B- Block ,DC Office Complex L.M. Bandh Shastri Nagar, Delhi	22446409
59-VISHWAS NGR	UTCS Building, Near MCD Building, East Arjun Nagar ,Delhi	22309064
60-KRISHNA NGR	M.C.D Community Centre, West Azad Nagar, Delhi	22099226
61-GANDHI NGR.	Mini Stadium Rajiv Gandhi Park, Raj Garh Colony, Delhi	22468814
62-SHAHDARA	Community Centre, Jhilmil Colony, Vivek Vihar Delhi - 95	22164581
63-SEEMA PURI	DC Office Complex, Nand Nagri, Delhi-93.	22132077
64-ROHTAS NAGAR	Community Centre (MCD), Ashok Nagar, Delhi - 93	22802871
65-SEELAMPUR	Office of the SDM (Seelampur), Near metro Station Delhi	22829462
66-GHONDA	Community Centre, X- Block Brahampuri, near Shiv Mandir, Ghonda, Delhi	22565261
67-BABARPUR	Community Centre, Welcome Seelampur III, Delhi.	22820200
68-GOKALPUR	A-3, Community Centre, Nand Nagri, Delhi	22592850
69-MUSTAFABAD	Panchyat Ghar, Karwal Nagar Road, Village Sadatpur , Delhi	22932580
70-KARAWAL NAGAR	Panchyat Ghar, Opp. Power House Garhi, Mendu Village, Delhi	22565330

(iv) ELECTORAL REGISTRATION OFFICERS(ERO)/RETURNING OFFICERS OF ASSEMBLY CONSTITUENCIES

No. & Name of the AC	Name & Desig. Of ERO	Office address of ERO
01-NARELA	Sh.B.M MISHRA, SDM (Narela)	B.D.O.OFFICE,ALIPUR,DELHI.
2-BURARI	Sh Ashish Kumar, SDM (Civil Lines)	1, Kirpa Narain Marg, Delhi
3-TIMARPUR	Sh.Ashish Kumar, SDM (Civil Lines)	1, Kirpa Narain Marg, Delhi
4-ADARSH NGR.	Sh. Shamim Akhtar, ADM (North)	1, Kirpa Narain Marg, Delhi
05-BADLI	Sh. R. P. Gupta, SDM (Model Town),	Room No.7 Old School Complex, Lawrence Road, Rampura, New Delhi
06-RITHALA	Sh. B.M MISHRA, SDM (Narela)	B.D.O.OFFICE,ALIPUR,DELHI.
07-BAWANA	Sh. Lal Singh , ADM (NW)	Office Complex DC (North West), Kanjhawala, Delhi
08-MUNDKA	Sh. Lal Singh , ADM (NW)	Office Complex DC (North West), Kanjhawala, Delhi
09-KIRARI	Sh.Ajay Kumar SDM (Saraswati Vihar)	Office Complex DC (North West), Kanjhawala, Delhi
10-SULTANPUR MAJRA	Sh.Ajay Kumar SDM (Saraswati Vihar)	Office Complex DC (North West), Kanjhawala, Delhi
11-NANGLOI JAT	Sh. Pardeep Gupta, SDM (Punjabi Bagh),	Delhi State Co-Op Bank Bldg., Main Rohtak Road, Nangloi, Delhi
12-MANGOL PURI	Sh. Pardeep Gupta, SDM (Punjabi Bagh),	Delhi State Co-Op Bank Bldg., Main Rohtak Road, Nangloi, Delhi
13-ROHINI	Sh. R. P. Gupta, SDM (Model Town),	Room No.7 Old School Complex, Lawrence Road, Rampura, New Delhi
14-SHALIMAR BAGH	Sh. Shamim Akhtar, ADM (North)	1, Kirpa Narain Marg, Delhi
15-SHAKUR BASTI	Sh.Rakesh Sharma, SDM (Kotwali)	Room No.1, 1 st Floor, Old Court Building, Kashmere gate, Delhi-6
16-TRI NAGAR	Sh.Rakesh.Sharma, SDM (Kotwali)	Room No.1, 1 st Floor, Old Court Building, Kashmere gate, Delhi-6
17-WAZIRPUR	Sh Ashish Kumar, SDM (Civil Lines)	Old civil Supply Building, Tis Hazari
18-MODEL TOWN	Sh.Ashish Kumar, SDM (Civil Lines)	Old civil Supply Building, Tis Hazari
19-SADAR BAZAR	Sh. Mani Bhushan Malhotra, SDM (Darya Ganj]	Admn. Block, Flated Factor Complex, Jhandewalan, New Delhi
20-CHANDNI CHOWK	Sh. N.K.Sharma, SDM (Darya Ganj)	Old Employment Exchange Building,
21-MATIA MAHAL	Sh.N.K.Sharma, SDM (Darya Ganj)	Old Employment Exchange Building,
22-BALLIMARAN	Sh.Mani Bhushan Malhotra, SDM (Darya Ganj]	Admn. Block, Flated Factor Complex, Jhandewalan, New Delhi
23-KAROL BAGH	Sh.Girish Pandey, SDM (Karol Bagh)	Old Employment Exchange Building,
24-PATEL NAGAR	Sh.Girish Pandey, SDM (Karol Bagh)	Old Employment Exchange Building,
25-MOTI NAGAR	Sh. B. P. Singh, ADM (Central)	Old Employment Exchange Building,
26-MADIPUR	Sh. Anju Mangla, SDM (Rajouri Garden.)	Room No.10 Old School Complex, Lawrence Road, Rampura, New Delhi
27-RAJOURI GDN.	Sh. Anju Mangla, SDM (Rajouri Garden.)	Room No.10 Old School Complex, Lawrence Road, Rampura, New Delhi
28-HARI NAGAR	Sh.Anil Banka ADM (West)	Old School Complex, Lawrence Road, Rampura, New Delhi
29-TILAK NAGAR	Sh. Ajay Rawal, SDM (Patel Ngr.)	Room No.5 Old School Complex, Lawrence Road, Rampura, New Delhi
30-JANAKPURI	Sh.Anil Banka ADM (West)	Old School Complex, Lawrence Road, Rampura, New Delhi
31-VIKASPURI	Sh. Ajay Rawal, SDM (Patel Ngr.)	Room No.5 Old School Complex, Lawrence Road, Rampura, New Delhi
32-UTTAM NAGAR	Sh. B. S. Jaglan ,ADM (S/W)	Admn. Block Old Terminal Tax Bldg., Kapeshera, Delhi
33-DWARKA	Sh. B. S. Jaglan ,ADM (S/W)	Admn. Block Old Terminal Tax Bldg., Kapeshera, Delhi
34-MATIALA	Sh.Ashish Mohan, SDM (Najafgarh),	BDO office Complex, Najafgarh, Delhi
35-NAJAFGARH	Sh.Ashish Mohan, SDM (Najafgarh),	BDO office Complex, Najafgarh, Delhi
36-BIJWASAN	Sh Raj Pal Singh, SDM (Vasant Vihar)	Admn. Block Old Terminal Tax Bldg., Kapeshera, Delhi
37-PALAM	Sh Raj Pal Singh, SDM (Vasant Vihar)	Admn. Block Old Terminal Tax Bldg., Kapeshera, Delhi
38-DELHI CANTT	Sh. D. S. Gahlot, SDM (Delhi Cantt)	Admn. Block Old Terminal Tax Bldg., Kapeshera, Delhi
39-RAJINDER NG.	Sh. D. S. Gahlot, SDM (Delhi Cantt)	Admn. Block Old Terminal Tax Bldg., Kapeshera, Delhi

40-NEW DELHI	Sh.Bhupinder Singh SDM (Chankya.Puri)	Room -2&6,C-Block,Vikas Bhawan, IP Estate, New Delhi-110002
41-JANGPURA	Sh. K. P. Suhag, SDM	Office of the DC (New Delhi), JAM NAGAR HOUSE NEW DELHI
42-KASTURBA N	Sh.Bhupinder Singh SDM (C.Puri)	Office of the DC (New Delhi), JAM NAGAR HOUSE NEW DELHI
43-MALVIYA NGR.	Sh. Kaushal Kishore, SDM (Parl.Street)	ROOMO.11, PATIALA HOUSE, NEW DELHI
44.R.K.PURAM	Sh. Kaushal Kishore, SDM (Parl.Street)	ROOMO.11, PATIALA HOUSE, NEW DELHI
45-MEHRAULI	Sh. Rajiv Shukla, SDM (Hauz Khas)	Old Tehsil Building Mehrauli, Delhi
46-CHHATARPUR	Sh. Rajiv Shukla, SDM (Hauz Khas)	Old Tehsil Building Mehrauli, Delhi
47-DEOLI	Sh Parvesh Rajan Jha, SDM (Def.ence Colony.)	Room No.5, MB Road, Saket, Near Anupam Aptt. Delhi
48-AMBEDKAR NAGAR	Sh.E.Raja Babu, ADM (South)	BDO Office Complex, MB Road, Saket, Near Anupam Aptt. Delhi
49-SANGAM VIHAR	Sh.E.Raja Babu, ADM (South)	BDO Office Complex, MB Road, Saket, Near Anupam Aptt. Delhi
50-GREATER KAILASH	Sh.A.V.Prem Nath ADM, New Delhi	Office of the DC (New Delhi), JAM NAGAR HOUSE NEW DELHI
51-KALKAJI	Sh Parvesh Rajan Jha, SDM (Def.ence Colony.)	Room No.5, MB Road, Saket, Near Anupam Aptt. Delhi
52-TUGHLAKA-BAD	Sh.Kuldeep , SDM (Kalka ji)	37, Institutional Area, M.B Road, DEDA Building Tuglakabad Extn, Delhi
53-BADARPUR	Sh.Kuldeep , SDM (Kalka ji)	37, Institutional Area, M.B Road, DEDA Building Tuglakabad Extn, Delhi
54-OKHLA	Sh. K. P. Suhag, SDM	Room -2&6,C-Block,Vikas Bhawan, IP Estate, New Delhi-110002
55-TRILOKPURI	Sh. B. S. Kunbir, SDM (Preet Vihar)	LM Bandh Shastri Nagar, Geeta Colony, Delhi
56-KONDLI	Sh. B. S. Kunbir, SDM (Preet Vihar)	LM Bandh Shastri Nagar, Geeta Colony, Delhi
57-PATPARGANJ	Sh.Bans Raj Ram, ADM (East)	LM Bandh Shastri Nagar, Geeta Colony, Delhi
58-LAXMI NGR.	Sh.D.P.Singh SDM(Gandhi Nagar)	LM Bandh Shastri Nagar, Geeta Colony, Delhi
59-VISHWAS NGR	Ms.Usha Chaturvedi SDM (Vivek Vihar)	LM Bandh Shastri Nagar, Geeta Colony, Delhi
60-KRISHNA NGR	Ms.Usha Chaturvedi SDM (Vivek Vihar)	LM Bandh Shastri Nagar, Geeta Colony, Delhi
61-GANDHI NGR.	Sh.D.P.Singh SDM(Gandhi Nagar)	LM Bandh Shastri Nagar, Geeta Colony, Delhi
62-SHAHDARA	Sh.Bans Raj Ram, ADM (East)	LM Bandh Shastri Nagar, Geeta Colony, Delhi
63-SEEMA PURI	Sh.Kamal Deep Gupta, SDM (Seemapuri)	O/o the DC (North-East), Weavers Complex, Nand Nagari, Delhi 93.
64-ROHTAS NAGAR	Sh.Rajeev Singh, SDM (Shahdara)	O/o the DC (North-East), Weavers Complex, Nand Nagari, Delhi 93.
65-SEELAMPUR	Sh.A.K.Sharma, SDM (Seelam Pur)	OLD SDM OFFICE, SEELAMPUR, SHAHDARA
66-GHONDA	Sh.A.K.Sharma, SDM (Seelam Pur)	OLD SDM OFFICE, SEELAMPUR, SHAHDARA
67-BABARPUR	Sh.Rajeev Singh, SDM (Shahdara)	O/o the DC (North-East), Weavers Complex, Nand Nagari, Delhi 93.
68-GOKALPUR	Sh.Kamal Deep Gupta, SDM (Seemapuri)	O/o the DC (North-East), Weavers Complex, Nand Nagari, Delhi 93.
69-MUSTAFABAD	Sh. Rajesh Goel , ADM (North-East)	O/o the DC (North-East), Weavers Complex, Nand Nagari, Delhi 93.
70-KARAWAL NAGAR	Sh. Rajesh Goel , ADM (North-East)	O/o the DC (North-East), Weavers Complex, Nand Nagari, Delhi 93.

8. LOCATIONAL MAP OF THE OFFICE OF CHIEF ELECTORAL OFFICER



9. WORKING HOURS -- BOTH FOR OFFICE AND THE PUBLIC AT HEAD QUARTER :

The working hours for office are from 09.30 hrs. to 18.00 hrs with the lunch break between 1330 hrs to 1400 hrs.

(Note: Applications under RTI Act/Rules will be accepted between 10.00 hrs. to 16.00 hrs. on the working days only)

WORKING HOURS AT VOTER REGISTRATION AND EPIC CENTRE (VREC)

The working hours at VREC are from 10.00 hrs. to 17.30 hrs with the lunch break between 1330 hrs to 1400 hrs. Every Sunday is observed as weekly holiday.

10. GRIEVANCE REDRESSAL MECHANISM:

The representations/grievances from the citizens of Delhi are received in the office of the Chief Electoral Officer and also at the offices of the District Election Officers and Electoral Registration Officers. These are investigated /enquired into promptly and remedial action is taken.