

ELECTION COMMISSION OF INDIA

Nirvachan Sadan, Ashoka Road, New Delhi-110001

No. 76/ECI/INST/FUNC/EEM/EEPS/2016/Vol. IX

Dated: 13th January, 2017

To

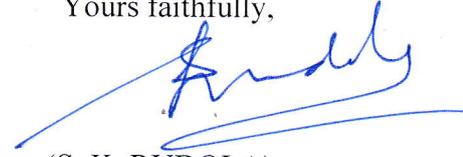
The Chief Electoral Officers of
All States/UTs

Sub:- Revised Schedule 6 and Schedule 4 of Annexure-15 of Compendium of Instructions on
Election Expenditure Monitoring (September, 2016)- Reg.

Madam/Sir,

I am directed to refer to the Commission's letter of even number dated 23rd December, 2016 and letter no. 491/Media Policy/2016, dated 3rd January, 2016 (copies enclosed) by which Schedule 6 and Schedule 4 respectively in Annexure-15 of "Compendium of Instructions on Election Expenditure Monitoring (September, 2016)" [available at the Commission's website at link www.eci.nic.in – Election Expenditure Monitoring] have been revised. The same have now been incorporated in Annexure-15 which is being forwarded herewith with the request to bring it to the notice of all concerned immediately. This may also be brought to the notice of the contesting candidates at the time of filing of their nominations.

Yours faithfully,



(S. K. RUDOLA)
PRINCIPAL SECRETARY

(Hindi version follows)

E-mail/Speed post

ELECTION COMMISSION OF INDIA

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001

No. 76/ECI/INST/FUNC/EEM/EEPS/2016/Vol. IX

Dated: 23rd December, 2016

To

The Chief Electoral Officers
of all States/UTs

Sub: Candidates' booths(kiosks) outside the polling station:-accounting of expenditure incurred, in the account of election expenses of the candidate-reg.

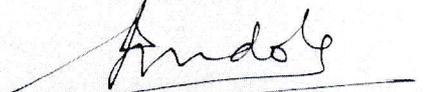
Sir/Madam,

I am directed to refer to the Commission's instruction No. 76/Instructions/EEPS/Vol-XIX dated 30.12.2014 (Annexure-95 of Compendium of Instructions on Election Expenditure Monitoring - September, 2016), on the subject cited and to say that in supersession of para 1 of the above said instruction, the Commission, on further examination of the relevant provisions of section 77(1) of the R. P. Act, 1951, has decided that the candidates' booths set up outside the polling stations should hereinafter be deemed to have been set up by the candidates as part of their individual campaign and not by way of general party propaganda and as such all expenditure incurred on such candidates' booths shall be deemed to have been incurred/authorized by the candidate/ his election agent so as to be included in his account of election expenses(not falling under exempted category). The DEOs may be asked to notify the rates of the candidates' booths(kiosks) set up outside the polling stations(10 ft.X10 ft. enclosure with shade, two chairs and one table including the notional expenses on daily allowances and refreshment etc. to the party workers manning those kiosks) after due consultation with the political parties as envisaged in Paras 14.2 and 14.3 of the Compendium of Instructions on Expenditure Monitoring, along with other items of expenditure used for election campaign. The schedule 6 of account of election expenses to be submitted by each contesting candidate has also been modified accordingly (copy enclosed).

The DEOs should also give wide publicity of these instructions as SVEEP activity. The modification in the instructions referred to above may kindly be incorporated accordingly and may also be brought to the notice of all the officers concerned and the political parties. The candidates may also be informed by the R.O concerned at the time of filing of nomination.

Receipt of the letter may kindly be acknowledged.

Yours faithfully,


(Satyendra Kumar Rudola)
Principal Secretary

Schedule -5

Details of expenditure on campaign vehicle (s) and poll expenditure on vehicle(s) for candidate's election campaign

S. No	Regn. No. of Vehicle & Type of Vehicle	Hiring Charges of vehicle			No. of Days for which used	Total amt. incurred/ auth. in Rs.	Source of Expenditure		
		Rate for Hiring of vehicle / maintenance	Fuel charges (If not covered under hiring)	Driver's charges (If not covered under hiring)			Amt. By candidate/ agent	Amt. By Pol. Party	Amt. By others
1	2	3a	3b	3c	4	5	6	7	8
1									
2									
3									
4									
Total									

Schedule- 6

Details of expenditure on Campaign workers / agents and on candidates' booths(kiosks) outside polling stations for distribution of voter's slips

S. No	Date and Venue	Expenses on Campaign workers			Total amt. incurred/ auth. In Rs.	Sources of Expenditure		
		Nature of Expenses	Rate	No. Of workers / agents/ No. of kiosks		Amt. By candidate/ agent	Amt. By Pol. Party	Amt. By others
1	2	3a	3b	3c	6	7	8	9
1		Candidates' booths(kiosks) set up for distribution of voter's slips						
2		Campaign workers honorarium/ salary etc.						
3		Boarding						
4		Lodging						
5		Others						
Total								

Schedule- 7

Details of Amount of own fund used for the election campaign

S. No.	Date	Cash	DD/ Cheque no. etc. with details of drawee bank	Total Amount in Rs.	Remarks
1	2	3	4	5	6
1					
1					

ELECTION COMMISSION OF INDIA
Nirvachan Sadan, Ashoka Road, New Delhi-110001

No. 491/Media Policy/2016

Dated: 3rd January, 2016

To

The Chief Electoral Officers of
all States and UTs.

Sub : Guidelines for dealing with candidates' advertisements on TV/Cable channels/newspapers owned by political parties or their functionaries/office bearers during elections-regarding

Sir/Madam,

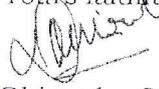
Please refer to the Commission's letter No. 491/Media/2011 (Advt.) dated 16th August, 2011 (copy enclosed), on the subject cited. In continuation of this letter, I am directed to convey that the Commission, after taking into consideration various references/ complaints from various sources in the above matter, has further directed that if the candidate(s) or their sponsoring parties utilize TV/Cable Channel/Newspaper owned by them for promoting the electoral prospects of the candidate, the expenses for the same as per standard rate cards of the channel/newspaper have to be included by the candidate concerned in his Election Expenditure Statement in the column made for this purpose (Schedule 4A of Annexure-15 of Compendium of Instructions on Election Expenditure Monitoring), even if, they actually do not pay any amount to channel/newspaper.

2. The Media Certification and Monitoring Committee (MCMC) shall keep a close watch on the contents telecast on such channels to identify contents of the nature mentioned in para 1 above, and after following all due procedures, the notional expenses as per standard rate cards of the channel shall be added in the election expenditure account of the candidate appropriately.

3. This instruction should be read together with the Commission's earlier instruction no. 491/Media/2011 (Advt) dated 16th August, 2011.

4. The modified schedule 4 & 4A are also enclosed herewith. This may be brought to the knowledge of all concerned immediately. This may also be brought to the notice of the contenting candidates at the time of filing of their nominations.

Yours faithfully,


(Dhirendra Ojha)
Director

Copy for necessary action to: Expenditure Division, Election Commission of India

Schedule- 4

Details of expenditure on campaign through print and electronic media including cable network, bulk SMS or internet or social media, news items/TV/radio channel etc., including the paid news so decided by MCMC or voluntarily admitted by the candidate. The details should include the expenditure incurred on all such news items appearing in privately owned newspapers/ TV/radio channels etc.,

S. No	Nature of medium (electronic / print) and duration	Name and address of media provider (print /electronic /SMS / voice/ cable TV, social media etc.)	Name and address of agency, reporter, stringer, company or any person to whom charges / commission etc. paid/ payable, if any	Total Amount in Rs. Col. (3) +(4)	Sources of Expenditure		
					Amt. By candidate/ agent	Amt. By Pol. Party	Amt. By others
1	2	3	4	5	6	7	8
1							
2							
3							
4							
Total							

Schedule- 4A

Details of expenditure on campaign through print and electronic media including cable network, bulk SMS or internet or social media, news items/TV/radio channel etc., including the paid news so decided by MCMC or voluntarily admitted by the candidate. The details should include the expenditure incurred on all such news items appearing in newspapers/ TV/radio channels, owned by the candidate or by the political party sponsoring the candidate.

S. No	Nature of medium (electronic / print) and duration	Name and address of media provider (print /electronic /SMS / voice/ cable TV, social media etc.)	Name and address of agency, reporter, stringer, company or any person to whom charges / commission etc. paid/ payable, if any	Total Amount in Rs. Col. (3) +(4)	Sources of Expenditure		
					Amt. By candidate/ agent	Amt. By Pol. Party	Amt. By others
1	2	3	4	5	6	7	8
1							
2							
3							
4							
Total							

ABSTRACT STATEMENT OF ELECTION EXPENSES		
PART - I		
I	Name of the Candidate	Sh./Smt./ Km.
II	Number and name of Constituency	
III	Name of State/Union Territory	
IV	Nature of Election (Please mention whether General Election to State Assembly / Lok Sabha / Bye- election)	
V	Date of declaration of result	
VI	Name and Address of the Election Agent	
VII	If candidate is set up by a political party, Please mention the name of the political party	
VIII	Whether the party is a recognised political party	Yes/No

Date:

Signature of the Candidate

Place:

Name

PART-II : ABSTRACT OF STATEMENT OF ELECTION EXPENDITURE OF CANDIDATE					
S. No.	Particulars	Amt. Incurred / Auth. by Candidate/ Election agent(in Rs.)	Amt. Incurred/ authorized by Pol. Party (in Rs.)	Amt. Incurred / authorized by others (in Rs.)	Total Election expenditure (3)+(4)+(5)
1	2	3	4	5	6
I	Expenses in public meeting, rally, procession etc.: - I. a: Expenses in public meeting, rally, procession etc. (ie: other than the ones with Star Campaigners of the Political party (Enclose as per Schedule-1)				
	I. b : Expenditure in public meeting rally, procession etc. with the Star Campaigner(s) (ie: other than those for general party propaganda) (Enclose as per Schedule-2)				
II	Campaign materials other than those used in the public meeting, rally, procession etc. mentioned in S.No. I above(Enclose as per Schedule-3)				
III	Campaign, through print and electronic media including cable network, bulk SMS or internet and Social media (Enclose as per Schedule-4)				
IV	Expenditure on campaign vehicle(s), used by				

	candidate(Enclose as per schedule-5)				
V	Expenses of campaign workers / agents (Enclose as per Schedule -6)				
VI	Any other campaign expenditure				
	Grand Total				

PART III : ABSTRACT OF SOURCE OF FUNDS RAISED BY CANDIDATE

S No	Particulars	Amount (in Rs.)
1	2	3
I	Amount of own fund used for the election campaign (Enclose as per Schedule - 7)	
II	Lump sum amount received from the party (ies) in cash or cheque etc. (Enclose as per Schedule -8)	
III	Lump sum amount received from any person/ company/ firm/ associations / body of persons etc. as loan, gift or donation etc. (Enclose as per Schedule -9)	
	Total	

PART- IV

FORM OF AFFIDAVIT

Before the District Election Officer(District, State/Union Territory)

Affidavit of Shri/Smt/Ms(S/o, W/o, D/o) I
..... son/wife/daughter of aged years, r/o
..... do hereby solemnly and sincerely state and declare as under: -

(1) That I was a contesting candidate at the general election/bye election to the House of the People / Legislative
Assembly of from.....
.....Parliamentary/ Assembly constituency, the result of which was declared on

(2) That I/my election agent kept a separate and correct account of all expenditure incurred / authorised by me / my
election agent in connection with the above election between (the date on which I was nominated)
and the date of declaration of the result thereof, both days inclusive.

(3) That the said account was maintained in the Register furnished by the Returning Officer for the purpose and the
said Register itself is annexed hereto with the supporting vouchers/bills mentioned in the said account.

(4) That the account of my election expenditure as annexed hereto includes all items of election expenditure
incurred or authorised by me or by my election agent, the political party which sponsored me, other associations /
body of persons and other individuals supporting me, in connection with the election, and nothing has been
concealed or withheld/suppressed therefrom (other than the expense on travel of leaders' covered by Explanations
1 and 2 under section 77 (1) of the Representation of the People Act, 1951).

(5) That the Abstract Statement of Election Expenses annexed as Annexure II to the said account also includes all
expenditure incurred or authorised by me, my election agent, the political party which sponsored me, other
associations / body of persons and other individuals supporting me, in connection with the election.

(6) That the statements in the foregoing paragraphs (1) to (5) are true to the best of my knowledge and belief, that
nothing is false and nothing material has been concealed.

Deponent

Solemnly affirmed/sworn by at this day of 201 before me.

(Signature and seal of the Attesting authority, i.e. Magistrate of the first Class or Oath
Commission or Notary Public)

ACKNOWLEDGEMENT FORM

To

THE RETURNING OFFICER,

Sir,

I acknowledge receipt of your letter No..... dated..... along with its enclosures containing, among other documents, a Register bearing serial No..... for maintaining of my accounts of election expenses.

2. I have noted the requirements of law for maintenance of account of election expenses and lodging of true copy of that account with the District Election Officer / Returning Officer.

Yours faithfully,

(Signature of Candidate with date)

* Strike off whichever is inapplicable.

.....

ACKNOWLEDGEMENT (To be filled up by Office)

The account of the election expenses in respect of(Constituency) result of which was declared on (Date) has been filed by him /on his behalf on (Date) and has been received by me today the (Date) of (Month).....(Year).

District _____

District Electoral Officer

Office Seal

Schedules- 1 to 9: Details of Elections Funds and Expenditure of Candidate

Schedule- 1					
Expenses in public meeting, rally, procession etc. (ie: other than those with Star Campaigners of the Political party)					
S. No	Nature of Expenditure	Total Amount in Rs.	Source of Expenditure		
			Amt. incurred / Auth. by Candidate / agent	Amt. incurred / by Pol. Party with name	Amt. incurred by others
1	2	3	4	5	6
1	Vehicles for transporting visitors				
2	Erecting Stage, Pandal & Furniture, Fixtures, poles etc.				
3	Arches & Barricades etc.				
4	Flowers/ garlands				
5	Hiring Loud speakers, Microphone, amplifiers, comparers etc.				
6	Posters, hand bills, pamphlets, Banners, Cut-outs, hoardings				
7	Beverages like tea, Water, cold drink, juice etc.				
8	Digital TV –boards display, Projector display, tickers boards, 3D display				
9	Expenses on celebrities, payment to musicians, other artists remuneration etc.				
10	Illumination items like serial lights, boards etc.				
11	Expenses on transport, Helicopter/ aircraft / vehicles/ boats etc. charges (for self, celebrity or any other campaigner other than Star Campaigner)				
12	Power consumption/ generator charges				
13	Rent for venue				
14	Guards & security charges				
15	Boarding & lodging expenses of self, celebrity, party functionary or any other campaigner including Star Campaigner				
16	Others expenses				
	Total				
Schedule- 2					
Expenditure in public meeting rally, procession etc. with the Star Campaigner(s) as apportioned to candidate (i.e.: other than those for general party propaganda)					

4									
Total									

Schedule- 6

Details of expenditure on Campaign workers / agents and on candidates' booths(kiosks) outside polling stations for distribution of voter's slips

S. No	Date and Venue	Expenses on Campaign workers			Total amt. incurred/ auth. In Rs.	Sources of Expenditure		
		Nature of Expenses	Rate	No. Of workers / agents/No. of Kiosks		Amt. By candidate/ agent	Amt. By Pol. Party	Amt. By others
1	2	3a	3b	3c	4	5	6	7
1		Candidates' booths(Kiosks) set up for distribution of voter's slips						
2		Campaign workers honorarium/ salary etc.						
3		Boarding						
4		Lodging						
5		Others						
Total								

Schedule- 7

Details of Amount of own fund used for the election campaign

S. No.	Date	Cash	DD/ Cheque no. etc. with details of drawee bank	Total Amount in Rs.	Remarks
1	2	3	4	5	6
1					
2					
3					
4					
Total					

Schedule- 8

Details of Lump sum amount received from the party (ies) in cash or cheque or DD or by Account Transfer

S. No.	Name of the Political Party	Date	Cash	DD/ Cheque no. etc. with details of drawee bank	Total Am	Remarks, if any

					ount in Rs.	
1	2	3	4	5	6	7
1						
2						
3						
4						
	Total					

Schedule- 9

Details of Lump sum amount received from any person/company/firm/associations/body of persons etc. as loan, gift or donation etc.

S. No.	Name and address	Date	Cash	DD/ Cheque no. etc. with details of drawee bank	Mention whether loan, gift or donation etc.	Total Amount in Rs.	Remarks
1	2	3	4	5	6	7	8
1							
2							
3							
4							
	Total						

Note:

1. In Schedule 5: -

(a) copy of the order containing list of all vehicles for which permit issued by the Returning Officer to be enclosed.
(b) If the vehicle is owned by the candidate/his relative/agent are used for election purpose, notional cost of hire of all such vehicles, except one vehicle if owned and used by the candidate, notional cost of fuel and drivers salary for such vehicle, shall be included in total amount of expenditure in the above table.

2. In all schedules if any expenditure on goods and services, provided by the Political Party; or provided by any person/ company/ firm /associations/ body of persons etc. on behalf of the candidate, then the notional market value of such goods or services are to be indicated, in respective columns.

3. In Part –III, the Lump-sum amount of fund received from the political party or others or the candidate's own funds, should be mentioned date wise. In all such cases such amounts are required to be first deposited in the bank account of the candidate, opened for election expenses.

4. Each page of the Abstract Statement should be signed by the candidate