

*By Web Circulation*  
**ELECTION MATTER**  
**MOST URGENT**

**Delhi State Industrial & Infrastructure Development Corp. Limited**  
N-36, Bombay Life Building, Connaught Circus, New Delhi-110001  
(Personnel Division)

No. DSIIDC/Nodal Officer/Election/2023/115

Dated : 10.10.2023

**Sub : Information related to manpower data for uploading on web based Module "Polling Party Personnel Information System" for upcoming Lok Sabha Election 2024**

Attention is invited to circular of even no. dated 05.10.2023 on the subject cited above.

2. It is observed that despite the instructions conveyed in the said circular, some of the employees have still not furnished the requisite information in the prescribed format till date. Therefore all the employees who are yet to furnish the information may kindly do, so as to reach personnel division **latest by today 5:00 pm**. As the information is required by the office of Chief Electoral Officer, Delhi in a time bound manner, all Divisional Heads are requested to ensure that all regular/deputationist employees working under them furnish the same without fail **by today itself**. The prescribed format is enclosed herewith.

Encl : As above

  
(Sunita Madhusudanan)  
Senior Manager (P) &  
Nodal Officer (Manpower)

Copy to :

1. All Divisional Heads
2. PS To MD
3. PS to ED
4. DM (IT) – for uploading on the website.

## Form For Entering Details of Polling Personnel

Note: All \* mark entries are must to provide.

**Entry of employee is to be done by the office in which the employee is physically working.**

EPIC No./Voter Id Card No\* :- \_\_\_\_\_

### Personal Information

Title of Official/Officer\* :- Sh./Ms.

First Name of Official/Officer\* :- \_\_\_\_\_

Middle Name of Official/Officer\* :- \_\_\_\_\_

Surname of Official/Officer\* :- \_\_\_\_\_

Gender\* :- Male Female Third Gender

Marital Status\* :- Unmarried Married Single Widow Widower

Father Name\* :- \_\_\_\_\_

\_\_\_\_\_ Spouse Name: - \_\_\_\_\_

\_\_\_\_\_ Date of Birth (DD/MM/YYYY)\* :- \_\_\_\_\_

\_\_\_\_\_ Employee Category\* :- \_\_\_\_\_

\_\_\_\_\_ Department in which physically working\* :- \_\_\_\_\_

\_\_\_\_\_ Office Details in which physically working\* :- \_\_\_\_\_

Whether Presently Residing in Delhi\* :- Delhi Outside Delhi

Present Residential Address \* :- \_\_\_\_\_

Pin Code\* :- \_\_\_\_\_

Mobile No.\* :- \_\_\_\_\_

Alternate Contact No. :- \_\_\_\_\_

E-Mail ID :- \_\_\_\_\_

Whether Appointed as BLO/BLO Supervisor\* :-YES NO

If BLO, Assembly Constituency where posted as BLO \_\_\_\_\_

If BLO, AC Part No\*:- \_\_\_\_\_

Whether belongs to any cadre :-

Whether employee on Long Leave, i.e. CCL/Medical Leave/EL. etc. :-

Leave Duration: - \_\_\_\_\_

**Assembly Constituency**

AC of Present Residential Address: - \_\_\_\_\_

\_\_\_\_\_ AC in which working Presently: - \_\_\_\_\_

\_\_\_\_\_ Specify the Home Town of Employee\* :-

Delhi

Outside Delhi

AC of Home Town:- \_\_\_\_\_

Whether Register Voter **in Delhi**\* :- YES/NO

**Other Information**

Whether Person with Disability\* :- YES/NO

Type of Disabilities:-

Percentage of Disabilities: -

Remarks:- \_\_\_\_\_

Signature of the Govt Official -----

Name and Designation-----

File No.-----