

**MOST URGENT/ELECTION MATTER**

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
GENERAL ADMINISTRATION DEPARTMENT  
COORDINATION BRANCH, LEVEL-2, A-WING,  
DELHI SECRETARIAT, NEW DELHI-110002.**

No. 53/674/CN/GAD/2024/ *862-864*

Dated: 27.03.2024

To

Pr. Secretary (LJ&LA),  
LJ&LA Department,  
Govt. of NCT of Delhi,  
Delhi Secretariat, New Delhi.

**Subject: Model Code of Conduct (MCC) Relaxation module in cVigil Web application of ECI – Proposals of Screening Committee regarding.**

Sir,

Please find attached herewith a copy of the letter No. 19/MCC/HQ/GE-2024/LS/19 dated 26.03.2024 received from Jt. CEO, Delhi on the subject cited above (copy attached).

In this regard, I am directed to request to nominate a Nodal Officer, who, on behalf of the Department under you, can digitize the applications/proposals (if any) alongwith all the relevant documents so that the same be placed before the Screening Committee through the cVigil Web Application referred above.

Requisite information of the Nodal Officer should be sent to this Department, in the prescribed proforma (attached), on the email ID pradeep.tayals@gov.in **by 11:00 AM tomorrow i.e. 28.03.2024 positively.**

This issues with the approval of Chief Secretary.

Encl: As above.

Yours faithfully,

*Pradeep Tayal*  
(PRADEEP TAYAL)  
DEPUTY SECRETARY (GAD)

No. 53/674/CN/GAD/2024/ *862-864*

Dated: 27.03.2024

- 1) Staff Officer to Chief Secretary, 5<sup>th</sup> Level, Delhi Secretariat, New Delhi.
- 2) Jt. Chief Electoral Officer, Delhi, O/o Chief Electoral Officer, Old St. Stephen's College Building, Kashmere Gate, Delhi w.r.t. his letter referred above.

*Pradeep Tayal*  
(PRADEEP TAYAL)  
DEPUTY SECRETARY (GAD)



कार्यालय मुख्य चुनाव अधिकारी, दिल्ली

OFFICE OF THE CHIEF ELECTORAL OFFICER, DELHI

पुराना सेंट स्टीफेंस कॉलेज भवन,  
कश्मीरी गेट, दिल्ली- 110006

Old St. Stephen's College Building,  
Kashmere Gate, Delhi-110006

F.No. 19/MCC/HQ/GE-2024/LS/19

Dated: 26/03/2024

To

The Chief Secretary,  
NCT of Delhi,  
Delhi Secretariat, Delhi

Sub: Model Code of Conduct (MCC) Relaxation module in eVigil Web application of ECI – Proposals of Screening Committee regarding.

Sir,

With reference to above subject, I am directed to inform that ECI vide letter no. 437/6/1/INST/ECI/FUNCT/MCC/2024 dated 16.03.2024 has issued instruction to constitute a Screening Committee for the purpose of handling proposals of Departments regarding MCC.

In this regard, it is to inform that a new module has been created in eVigil portal of ECI for online processing and submission of such proposals of various Departments through Screening Committee. For better understanding of the process of online module, copy of flow chart and a PPT on the subject are being enclosed.

Since Addl. Chief Secretaries/Pr. Secretaries/ Secretaries of the various departments are to forward the proposals to Screening Committee, they need to be onboarded in eVigil portal. For this purpose, Nodal Officers are to be nominated each on behalf of ACS/ Pr. Secy/Secy, who can digitise the application and upload all documents in the eVigil documents in respect of departments coming under the jurisdictions of ACS/Pr. Secy/Secy concerned (List of departments under the charge of each ACS/Pr. Secy/Secy is enclosed).

**Further, one Nodal Officer not below the rank of Joint Secretary may also be nominated for the Screening Committee.**

Therefore, it is requested that the details of Nodal Officers so appointed on behalf of each ACS/Pr. Secy/Secy and Nodal Officer not below the rank of Joint Secretary appointed on behalf of Screening Committee may be sent to this office in the enclosed format latest by 1:00 pm on 28.03.2024 to complete the onboarding process.

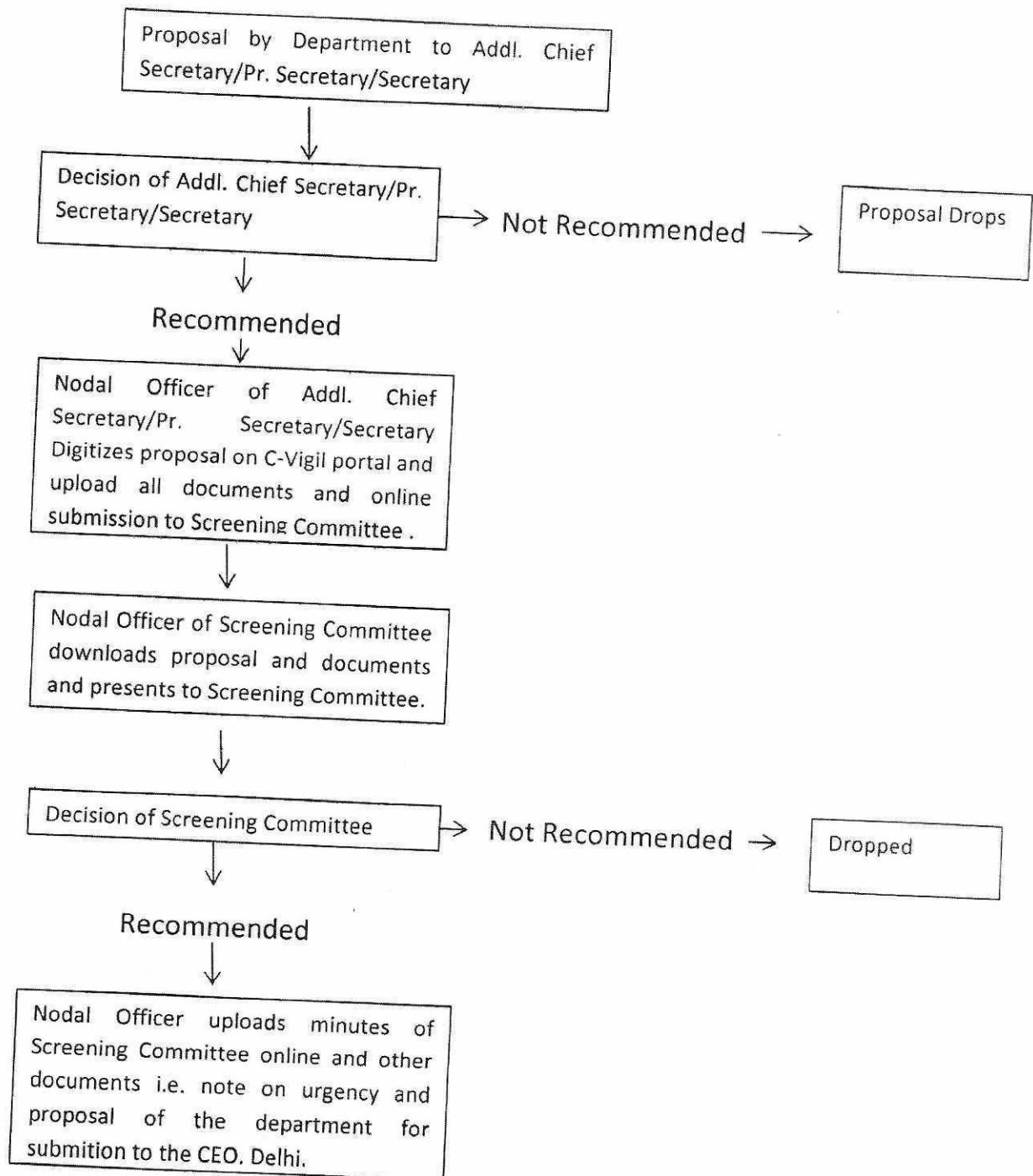
I am further directed to inform that the training/briefing session for these Nodal officers to demonstrate the working of MCC Relaxation module in eVigil has been scheduled at 12:00 pm on 01.04.2024 at Multi Purpose Hall, O/o Chief Electoral Officer, Delhi. They may be directed to attend the same.

Yours faithfully

(Gaurav Yadav)  
Joint CEO, Delhi

Copy to P.S. to Chief Electoral Officer, Delhi

## FLOW CHART



## List Of Senior Officers

Sr. No.	Name of Officer & Batch	Designation	Additional Charge
1.			
2.	Shri Manish Kumar Gupta, IAS (AGMUT:1991)	Additional Chief Secretary (Land & Building)	Additional chief Secretary (Labour), Additional chief Secretary (Industries), Nodal Officer for Single use Plastic, Additional Chief Secretary (UD)/NDMC/MCD, CEO (DUSIB) & MD (SRDC)
3.	Shri Aswani Kumar, IAS (AGMUT:1992)	Principal Secretary (Home)	Principal Secretary (Revenue)-cum-Divisional Commissioner, Inspector General (Registration) and Chairman DPCC
4.	Shri PrasatGoyal, IAS (AGMUT:1993)	Principal Secretary-cum-Commissioner (Transport)	
5.	Shri Navin Kumar Choudhary, IAS (AGMUT:1994)	Principal Secretary (I&FC)	Principal Secretary (GAD) & Principal Secretary (AR)
6.	Dr. Ashish Chandra Verma, IAS (AGMUT:1994)	Principal Secretary (Finance)	Principal Secretary (Planning)
7.	Shri Anil Kumar Singh, IAS (AGMUT:1995)	Development Commissioner	Principal Secretary (Cooperation), Principal Secretary (Enviornment & Forest) and Principal Secretary Services.
8.	Shri A. Anbarasu, IAS (AGMUT:1996)	Principal Secretary (PWD)	Principal Commissioner (T&T) & CEO (DJB)
9.	Shri Surbir Singh, IAS (AGMUT:2004)	Chairman (DSSSB)	Secretary (Power)
10	Dr. S.B. Deepak Kumar, IAS (AGMUT:2005)	Secretary (H&FW)	
11	Ms. Alice Vaz. R, IAS (AGMUT:2005)	Commissioner-cum-Secretary (Higher Education and TTE)	MD (DCHFC) and Secretary (I&P)
12	Shri Ashok Kumar, IAS (AGMUT: 2006)	Secretary (Education)	
13	Shri H.P.S. Sran, IAS (AGMUT: 2007)	Secretary (PGC)	Additional IG (Prisons), Secretary (IT) & MD (GSDL)
14	Shri Vinod P. Kavle, IAS (AGMUT: 2008)	Secretary (Social Welfare)	Secretary (WCD) & Secretary (Welfare of SC/ST/OBC/Minorities) & Secretary cum Commissioner Food and Supplies/ Link Officer.
15	Shri Chokha Ram Garg, IAS (AGMUT: 2008)	Secretary (Art. Culture & Languages)	Director (UTCS)

**FORMAT FOR THE DETAILS OF NODAL OFFICERS APPOINTED ON BEHALF OF ACS/Pr. SECY/SECY**

S.No.	Name of the ACS/Pr. Secretary/Secretary	Name of the Department (Name of the department can be multiple departments)	Name & Designation of the Nodal Officer	Mob. No. of the Nodal Officer	Email Id of the Nodal Officer