

**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. 53/718/CN/GAD/2025/52-54

Dated: 07/01/2025

To

**All Addl. Chief Secretaries / Pr. Secretaries / Secretaries to the Govt. of NCT of Delhi/ Addl. Secretary to Chief Minister / Secretary to Speaker / Secretaries to all Ministers/ OSD to Dy. Speaker / OSD to Leader of Opposition.**

**Subject: Model Code of Conduct - strict monitoring and stoppage of misuse of Government vehicles.**

Sir/Madam,


In view of imposition of the Model Code of Conduct, the following directions need to be strictly implemented and respective Administrative Secretary must ensure that these directions are followed by all Departments under them including Corporations, Companies, Autonomous Organisations, Boards, Governing Bodies etc.

1. There shall be a total and absolute ban on the use of official vehicles for campaigning, electioneering or election related travel during elections. Such vehicles include any vehicle owned or hired or controlled by the Departments, State Public Sector Undertakings and Joint Sector Undertakings, Local Bodies, Marketing Boards, Cooperative Societies, Autonomous District Councils or any other body in which public funds are invested.
2. Official vehicle (s) allotted to/deployed with Hon'ble Chief Minister, Hon'ble Council of Ministers, Hon'ble Speaker, Hon'ble Dy. Speaker and Hon'ble Leader of Opposition shall be used only for commuting from official residence to office for official work; provided that such commuting is not combined with any electioneering or any political activity, which would include a visit to party office even if it were enroute.

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3. The functionaries of all the autonomous organizations viz. Chairman, Dy. Chairman, President, Vice President, Commissioners etc. may also be instructed to use the official vehicle only for commuting between office and residence and to attend any official meeting within the Head Quarters itself.
4. No pilot car (s) or car (s) with beacon lights of any colour or car (s) affixed with sirens of any type shall be used during any electioneering visits, even if the State administration has granted security cover requiring presence of armed personnel on such visit.
5. It is open for Hon'ble Chief Minister, Hon'ble Council of Ministers, Hon'ble Speaker, Hon'ble Dy. Speaker and Hon'ble Leader of Opposition to make private visits using his or her private vehicle (s). For such private visits, the official personal staff shall not accompany them.
6. Official vehicles allotted to/deployed with Hon'ble Council of Ministers, Hon'ble Speaker, Hon'ble Dy. Speaker and Hon'ble Leader of Opposition shall not be used for display of any political advertisements/slogans/flags during the period when the Model Code of Conduct is in force.
7. Staff Car Drivers deployed by this Department to the offices of Chief Minister, Council of Ministers and Leader of Opposition shall be directed to park their vehicles in their respective office premises. Drivers will report to their respective dignitaries alongwith vehicle, as per official assigned timings, for commuting from official residence to office for official work only.
8. All Administrative Secretaries will designate, in all the respective offices of the department, an officer of the rank of Dy. Secretary to check and sign the Log Book and if any violation of the Model Code is detected, the same may immediately be reported to this Department for further action in the matter.
9. All Administrative Secretaries may ensure that neither the department nor any organisations under the department has provided any vehicle (regular or on hired basis) to anyone not entitled to use a Government vehicle at the expense of government exchequer. This must be ensured within twenty four hours of imposition of Model Code of Conduct for elections.

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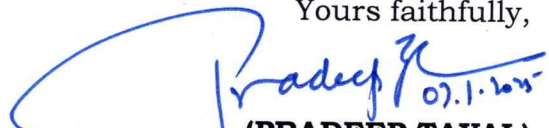


10. It must be ensured that the official vehicles are driven only by the designated government drivers and not by any private individuals under any circumstances.
11. It must be ensured that the official vehicles allotted or deployed shall not carry any political advertisements, political slogans, political party flags, political party symbols or any other material which might influence voters during the period when the Model Code of Conduct is in force.
12. All political dignitaries will use the vehicle provided by the Government as per their entitlement in their headquarters only. GAD/Departments/Organisations /Autonomous bodies/Boards/ Governing Bodies etc. will ensure that any vehicle (regular or hired) provided in addition to the entitlement shall be withdrawn within twenty four hours of imposition of Model Code of Conduct.

The above directive will also be applicable to all Public Sector Undertakings, Autonomous Bodies, Boards, Commissions and any other organizations funded fully or partially by the Govt. of NCT of Delhi.

This issues with the approval of Competent Authority.

Yours faithfully,

  
(PRADEEP TAYAL)  
JOINT SECRETARY (GAD)

No. 53/718/CN/GAD/2025/52-54

Dated: 07/01/2025

Copy for information to:

- 1) Chief Electoral Officer, Delhi, Old St. Stephen's College Building, Kashmere Gate, Delhi.
- 2) Staff Officer to Chief Secretary, GNCT of Delhi, 5<sup>th</sup> Level, Delhi Secretariat, I.P. Estate, New Delhi.

  
(PRADEEP TAYAL)  
JOINT SECRETARY (GAD)