GOVERNMENT OF KERALA

No. Cdn1/53/2019/GAD

General Administration (Co-ordination) Department,
Dated, Thiruvananthapuram, 28-02-2019

CIRCULAR

Sub :- General Administration Department – General Election to Lok Sabha

Ref:- D.O.LetterNo. 600/ELA/2019/Elec, Dated 26-02-2019 from Chief
Electoral Officer, Kerala

The Model Code of Conduct (MCC) in connection with the General Election to Lok Sabha
2019 will come into effect from the date of declaration of election, which is expected at any
moment. MCC guidelines are forwarded herewith a view to making available sufficient time
to comprehend the same and to facilitate you to give appropriate direction to the subordinate
officers in dealing with MCC cases.

The following instructions may be complied with so as to avoid sending all files to CEO’s
office during election period for MCC clearance .

i. Cases that may come under MCC should be examined at the level of Secretaries itself,
on the basis of MCC guidelines and decided accordingly. Only those cases where an
exemption from MCC norms/clarification in guidelines is needed or cases which do not
come under the purview of the existing instruction /guidelines should only be
forwarded to CEO for consideration. Such files should clearly indicate.

a) Brief of the case,

b) How it contravenes MCC provisions and why exemption is needed,

c) Specific remarks of the Secretary Concerned.

ii. All Secretaries may give immediate direction to the HoDs, Head of PSUs, etc. Coming
under their administrative control that cases/files involving relaxation of MCC norms/
clarifications should be routed only through their respective administrative
departments in the Secretariat and not to CEO direct. Secretaries should examine and
take decision as per MCC guidelines.

iii. Casual sending of files to CEO will be viewed seriously and reported to the Commission.

iv. All officers concerned under your control may be sensitised about the above
directions and the MCC guidelines. The guidelines are available in the website of
the Chief Electoral Officer, Kerala (http://ceo.kerala.gov.in/eciinstructionsMCC.html)

BISHWANATH SINHA.
PRINCIPAL SECRETARY

To

The Principal Secretary, Election Commission of India, Nirvachan Sadan,
Asoka Road, New Delhi-110 001 (With CL)
The Chief Electoral Officer  Election Department, Thiruvananthapuram
(With CL)
All Additional Chief Secretaries/Principal Secretaries/ Secretaries/ Spl.Secretaries
The Secretary to Governor (with CL)
The Secretary, Kerala Legislative Assembly, Thiruvananthapuram (With CL)
The Advocate General, Eranakulam (With CL)
The Registrar, High Court of Kerala, Eranakulam (With CL)
The Secretary, Kerala Public Service Commission, Thiruvananthapuram (With CL)
All District Collectors
All Heads of Departments.
The Chief Executives of all Public Sector Undertakings.
The Government owned Industrial Concerns } Through District Collectors
All Government Commercial Undertakings } concerned
All Departments in Government Secretariat including Law and Finance (They
may be requested to give necessary directions to the offices under their
administrative control)
The Station Director, All India Radio, Thiruvananthapuram
The Labour Commissioner, Thiruvananthapuram
The Registrar, Kerala/Cochin/Calicut/Mahatma Gandhi/Kannur University
The Registrar, Kerala Agriculture University, Mannuthy, Thrissur
The Registrar, Sree Sankaracharya Sanskrit University, Kalady, Aluva
The Registrar, Kerala University of Health and Allied Sciences, Thrissur-680 596
The Registrar, Kerala Veterinary & Animal Sciences University, Camp Office,
Kerala Agricultural University Campus, Mannuthy, Thrissur.
The Registrar, Kerala University of Fisheries and Ocean Studies, Panangad, Kochi
The Director, Information & Public Relations Department
(for giving wide publicity through media and Govt. Website)
Web & New Media (for publishing in Government Website)

Stock File/Office copy

Forwarded/by Order,

Section Officer
A copy of the Government Circular No.Cdn1/53/2019/GAD Dated 28.02.19 regarding the Instructions for Model Code of Conduct is communicated to All Officers in Idukki district and All Staffs of DPO Idukki for strict compliance.

Mohamed Shafi K
Additional Superintendent of Police
For District Police Chief
District Police Office, Idukki
spidk.pol@kerala.gov.in
04862232354