

INDRAPRASTHA POWER GENERATION COMPANY LIMITED &  
PRAGATI POWER CORPORATION LIMITED  
(HR DEPARTMENT)

(Regd. Office: Himadri, Rajghat Power House Office Complex, New Delhi – 110 002)

Corporate Identity Number (CIN) – U40103DL2001SGC111530

Website: [www.ipgcl-ppcl.gov.in](http://www.ipgcl-ppcl.gov.in)

No.DM(HR)Policy/2018-19/ 17

Dated: 26<sup>th</sup> March, 2019

C I R C U L A R

In pursuance of Election Commission of India instructions contained in letter no. 437/6/1/ECI/INST./FUNCT/MCC/2019 regarding application of Model Code of Conduct – General Elections to House of the People (Lok Sabha), 2019, enclosed please find herewith Order no. 131 dated 12.3.2019 issued by Services Department, Govt. of NCT of Delhi regarding instructions & directions\* to be followed in proposals related Model Code of Conduct; for information and strict compliance on Top Priority.

This issues with the approval of Competent Authority.

Encl: As above

  
(Anil Taneja)  
Dy. Manager (HR)

Copy for information to:

1. Sr. PS to MD
2. Sr. PS to Director (HR) / Director (Tech.) / Director (Finance)
3. Sr. PS to GM(HR) / All GM(T) / CMO / Dy. GM(Vigilance)
4. ✓ Sr. Manager (IT) : For uploading in the Company's website

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
SERVICES DEPARTMENT: SERVICES - I BRANCH  
LEVEL 7, B - WING, DELHI SECRETARIAT  
I.P. ESTATE, NEW DELHI - 110 002  
<http://services.delhigovt.nic.in>  
(Tel:011 - 23392038)

No.F.2/01/2019/S.I/Pt. File/

Dated: 12-03-2019

**ORDER 131**

In pursuance of ECI instructions contained in letter No. 437/6/1/ECI/INST/FUNCT/MCC/2019 dated 10<sup>th</sup> March, 2019, a Screening Committee with following composition is hereby constituted for examining each proposal related to Model Code of Conduct (MCC), before sending it to the Commission, through the Chief Electoral Officer, NCT of Delhi, in the light of the Commission's existing instructions / clarifications available in the form of MCC / Compendium of instruction on MCC / instructions available on the Commission's website:

- |       |  |   |          |
|-------|--|---|----------|
| (i)   | Chief Secretary  | : | Chairman |
| (ii)  | Secretary / Pr. Secretary concerned of the department(s) to which the proposal relates | : | Member   |
| (iii) | Secretary, General Administration Department (GAD)                                     | : | Member   |


2. The proposal(s) cleared by the Screening Committee shall be submitted to the Chief Electoral Officer, NCT of Delhi along with full details and a note on urgency, i.e. why the proposal(s) can't wait till completion of poll / election. The CEO shall forward only such proposal(s) that are cleared by the aforesaid Screening Committee, to the Commission along with his comments immediately.

3. All departments are advised not to forward any reference directly to the Commission. Further, no department shall send original file to the CEO's office but only a self-contained reference be sent through the Screening Committee.

4. The Chief Electoral Officer, NCT of Delhi shall provide a copy of Manual of Model Code of Conduct, Compendium of Instructions on Model Code of Conduct and relevant Model Code of Conduct instructions to the Screening Committee.

5. The Committee will be operational with immediate effect.

6. The ECI may take reasonable time to dispose of a reference as such the Committee should avoid forwarding of last minute references.

  
(ASHWANI KUMAR MEHTA)  
DEPUTY SECRETARY (SERVICES)

To,


All Principal Secretaries / Secretaries / HODs /  
PSUs / Local Bodies / Grant-in-Aid Institutions /  
Autonomous Bodies / Societies  
Government of NCT of Delhi.

No.F.2/01/2019/S.I/Pt. File/

Dated: 12-03-2019

Copy for information & necessary action to the:-

1. Principal Secretary to Hon'ble Lt. Governor, Delhi.
2. Staff Officer to the Chief Secretary, GNCTD.
3. Principal Secretary, Election Commission of India, Nirvachan Sadan, Ashoka Road, New Delhi - 110 001.
4. Chief Electoral Officer, NCT of Delhi.
5. Secretary, General Administration Department, GNCTD.

  
(ASHWANI KUMAR MEHTA)  
DEPUTY SECRETARY (SERVICES)