

MOST URGENT

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
FINANCE (ADMINISTRATION DIVISION) DEPARTMENT  
4<sup>TH</sup> LEVEL, 'A WING' DELHI SECRETARIAT.  
I.P. ESTATE, NEW DELHI 110002  
CD: -012776510

No. F 5(190)/Fin./AD/DLA Election/24-25 *si/54*

Dated: *14/01/2025*

CIRCULAR

**Subject: Model Code of Conduct on account of General Election to the Delhi Legislative Assembly (Delhi Vidhan Sabha) 2025.**

Please refer to Office Memorandum F/20/7/2024/Fin/PD/CD No. 012766873/COAF/2-4 dated 13/01/2025 of Finance Department, vide which, it was requested that all the Administrative Departments of Government of NCT of Delhi while forwarding the proposals to Finance Department for A/A and E/S should be done in terms of instructions issued by Election Commission of India (ECI) vide letter dated 07.01.2025 and should be accompanied with certification in Case-I and Case-II.

Therefore, the Central Diary Section / respective Diary Section in Finance Department are to ensure that no files pertaining to Finance Department shall be accepted unless the file contains the certificate of either Case-I or Case-II stating therein that the proposal fulfils the condition of Model Code of Conduct issued by the Election Commission India.

**Case -I (Where approval of ECI is not required)**

*"The proposal has been examined in terms of instructions issued by Election Commission of India vide letter dated 07/01/2025. Further, it is certified that the proposal is in consonance with the guidelines of ECI and also no approval of ECI is required"*

**Case -II (Where approval of ECI is required)**

*"The proposal has been examined in terms of instructions issued by Election Commission of India vide letter dated 07/01/2025. Further, it is certified that the proposal is in consonance with the guidelines of ECI and also approval of ECI has been sought through the office of the Chief Electoral Officer – Delhi after following due procedure in the regard (Copy of approval of ECI is placed on file at P-\_\_\_\_/C)"*

Special Secretary (Finance) – I shall be the Nodal Officer to monitor this matter at the Dak Stage itself.

This issues with the approval of Additional Chief Secretary (Finance).

  
(RAVINDER KUMAR)  
14/1/25  
JOINT SECRETARY(FINANCE)

To

1. All JS / DSF, Finance Department, GNCTD
2. System Analyst, Finance Department, GNCTD
3. The Joint Secretary (Admn) GAD, GNCTD.
4. Guad file / Notice board.

F.20/07/2024/Fin/PD/CD No. 012766873/COAF/2-4  
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
FINANCE DEPARTMENT (POLICY DIVISION)  
4<sup>TH</sup> LEVEL, A-WING, DELHI SECRETARIAT,  
I.P. ESTATE, NEW DELHI

Dated :- 13-01-2025

OFFICE MEMORANDUM

Sub : Model Code of Conduct on account of General Election to the Legislative Assembly of NCT of Delhi, 2025.

Election Commission of India (ECI) has issued Schedule in respect of General Election to the Legislative Assembly of NCT of Delhi on 07.01.2025. Accordingly, attention is invited towards the instructions issued by Election Commission of India vide letter No. 437/6/1/INST/ECI/ FUNCT/MCC/ 2025 dated 7th January, 2025 subject "Immediate action to be taken for enforcement of Model Code of Conduct after announcement of General Election to the Legislative Assembly of NCT of Delhi, 2025" addressed to the Chief Secretary, and the Chief Electoral Officer of NCT of Delhi read with ECI letter No. 437/6/INST/ECI/FUNCT/MCC/2024 (MCC ENFORCEMENT)/278 dated 2<sup>nd</sup> January, 2024 on the subject "Enforcement of Model Code of Conduct - Do's and Don'ts - regarding", circulated to all Chief Secretaries and The Chief Electoral Officers of all States and Union Territories. The above mentioned instructions are available on the website of ECI.

2. Applicability of Model Code of Conduct has been mentioned at Para I of the instruction, circulated by ECI vide letter dated 2<sup>nd</sup> January, 2024. Detailed guidelines including financial aspects pertaining to welfare schemes and governmental works and implementation of drought relief work have been mentioned at Para II and Para III respectively of the above mentioned Instructions of ECI.

3. The Administrative Department may examine the proposals of administrative approval (A/A) and expenditure sanction (E/S) in the light of detailed guidelines issued by ECI vide letter dated 7<sup>th</sup> January, 2025 and letter dated 2<sup>nd</sup> January, 2024, before forwarding the proposal to the Finance Department for approval/concurrence in consultation with IFA of the Department.

  
13/1/2025

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4. In all cases where the Administrative Department forwards the proposal to Finance Department for A/A and E/S, the same should be done in terms of instructions issued by ECI vide letter dated 7<sup>th</sup> January, 2025 and 2<sup>nd</sup> January, 2024 and should be accompanied with either of the following certification :

**Case - I (Where approval of ECI is not required)**


*"The proposal has been examined in terms of instructions issued by Election Commission of India vide letter dated 7<sup>th</sup> January, 2025 and 2<sup>nd</sup> January, 2024. Further, it is certified that the proposal is in consonance with the guidelines of ECI and also no approval of ECI is required".*

**Case - II (Where approval of ECI is required)**

*"The proposal has been examined in terms of instructions issued by Election Commission of India vide letter dated 7<sup>th</sup> January, 2025 and 2<sup>nd</sup> January, 2024. Further, it is certified that the proposal is in consonance with the guidelines of ECI and also approval of ECI has been sought through the office of the Chief Electoral Officer - Delhi after following due procedure in this regard (Copy of approval of ECI is placed on file at P-\_\_\_/C)".*

5. All the Departments of Govt. of NCT of Delhi may strictly follow the above instructions before forwarding the proposal to the Finance Department during the enforcement of Model Code of Conduct in Delhi.

6. This Issues with the prior approval of Chief Secretary, Delhi.

  
(L.D. JOSHI)

Controller of Accounts (Finance)

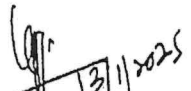
To

All Addl. Chief Secretaries /Pr. Secretaries/ Secretaries/ Head of Departments of Govt. of NCT of Delhi.

F.20/07/2024/Fin/PD/CD No. 012766873/COAF/2-4 Dated: 13-01-2025

Copy forwarded for information to:-

1. Chief Electoral Officer, Old St. Stephen's College Bldg, Kashmere Gate, Delhi.
2. Staff Officer to Chief Secretary, Govt. of NCT of Delhi.

  
(L.D. JOSHI)

Controller of Accounts (Finance)