

"ഭരണഭാഷ - മാതൃഭാഷ"  
വ്യാവസായിക പരിശീലനവകുപ്പ്  
(കേരളസംസ്ഥാനം)

തൊഴിൽ ഭവൻ,  
തിരുവനന്തപുരം  
തീയതി: 21/01/2021

DT/172/2021-F3

**ചുറ്റിയിപ്പ്**

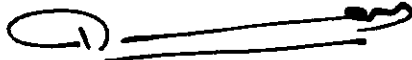
വിഷയം:- വ്യാവസായിക പരിശീലന വകുപ്പ് ട്രെയിനിംഗ് ഡയറക്ടറേറ്റ്-Electoral roll  
ൽ students നെ enroll ചെയ്യുന്നതിന് നടപടി സ്വീകരിക്കുന്നത്-  
സംബന്ധിച്ച്

സൂചന:- 20/12/20 ലെ 3432/EE2/20/Elec നമ്പരായ സർക്കാർ കത്ത്

ബഹു. Chief Electoral Officer വിവിധ വകുപ്പ് അധ്യക്ഷൻ മാതൃമായി നടത്തിയ  
മീറ്റിംഗിന്റെ മിനിറ്റ്സ് സൂചന പ്രകാരം ലഭ്യമാക്കിയിരിക്കുന്നു. (meeting of the chief  
Electoral officer in connection with the special summary revision 2021 campaign).  
മിനിറ്റ്സിലെ തീരുമാനം (9) പ്രകാരം, Electoral roll ൽ students നെ enroll  
ചെയ്യുന്നതിനായി awareness നൽകുന്നതിന് നടപടി സ്വീകരിക്കാൻ വ്യാവസായിക  
പരിശീലന വകുപ്പിനോട് നിർദ്ദേശിച്ചിട്ടുണ്ട്.

Enrollment ക്യാമ്പ് സംഘടിപ്പിച്ചും, awareness videos സർക്കുലേറ്റ് ചെയ്തും വകുപ്പിന്റെ  
കീഴിലുള്ള ഐടിഐ കളിൽ പരിശീലനം നേടുന്ന ട്രെയിനികളെ Electoral Roll ൽ enroll  
ചെയ്യുന്നതിന് നടപടി സ്വീകരിക്കാൻ നിർദ്ദേശിക്കുന്നു. സൂചന മിനിറ്റ്സ് ഇതോടൊപ്പം  
ഉള്ളടക്കം ചെയ്യുന്നു.

ഉള്ളടക്കം: മേൽപ്പറഞ്ഞത്

  
ട്രെയിനിംഗ് ഡയറക്ടർക്കു വേണ്ടി

എല്ലാ ഐടിഐ പ്രിൻസിപ്പാൾമാർക്കും  
എല്ലാ ഐടി മാർക്കും



**GOVERNMENT OF KERALA  
Election (Equipment) Department**

**No.3432/EE2/2020/Elec.**

**Thiruvananthapuram,  
Dated: 22.12.2020**

**From**

The Chief Electoral Officer &  
Additional Chief Secretary

**To**

Additional Chief Secretary,  
Labour and Skills Department  
Government Secretariat, Thiruvananthapuram

The Principal Secretary,  
SC& ST Department,  
Government Secretariat, Thiruvananthapuram

The Secretary,  
General Education Department,  
Government Secretariat, Thiruvananthapuram

The Secretary,  
Electronics and Information Technology Department,  
Government Secretariat, Thiruvananthapuram

The Secretary,  
Social Justice Department,  
Government Secretariat, Thiruvananthapuram

The Secretary,  
I&PR Department,  
Government Secretariat, Thiruvananthapuram

The Director General of Education,  
Poojappura, Thiruvananthapuram.

The Director,  
ST Development Department,  
Thiruvananthapuram.

The Director,  
Social Justice Department,  
Vikas Bhavan, Thiruvananthapuram

The Director,  
Directorate of Women and Child Development ,  
Thiruvananthapuram.

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Bh  
24/12/2020

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✓ The Director,  
Employment and Industrial Training Department,  
Thiruvananthapuram.

The Director,  
Directorate of Collegiate Education,  
Vikas Bhavan, Thiruvananthapuram.

The Director, State IT Mission,  
Thiruvananthapuram.

The Chief Executive Officer,  
ASAP, Vazhuthacaud P.O ,  
Thiruvananthapuram.

The Director,  
Directorate of Technical Education,  
Thiruvananthapuram.

Sir,

Sub: Election Department- Special Summery Revision of Electoral  
Rolls, 2021 - Increasing the registration of young, marginalized  
Citizens - Meeting conducted- Minutes forwarding of- Reg.

Ref: Government letter of even No. dated 07.12.2020.

I am to forward herewith a copy of the Minutes of the Meeting held on 10.12.2020 at 11.00 AM in the Chamber of Chief Electoral Officer in connection with the Special Summary Revision 2021, for your information and further action. I am also to request you to furnish the Action Taken Report in due course.

Yours faithfully,  
**ASHOK KUMAR.K**  
Additional Chief Electoral Officer &  
Additional Secretary  
for CEO & Additional Chief Secretary

Approved for issue

  
Section Officer

✓

**MINUTES OF THE MEETING HELD ON 10.12.2020 AT 11.00 AM IN  
THE CHAMBER OF CHIEF ELECTORAL OFFICER IN CONNECTION  
WITH THE SPECIAL SUMMARY REVISION-2021 CAMPAIGN**

Meeting started at 11.00 AM under the chairmanship of Additional Chief Secretary and Chief Electoral Officer. The following officials attended the Meeting.

1. Sri.Puneet Kumar IAS, Principal Secretary, SC & ST Department
2. Sri.A. Shajahan IAS, Secretary , General Education Department.
3. Sri.Saurabh Jain IAS, Secretary, IT Department
4. Sri.Jeevan Babu. K IAS, Director General , General Education.
5. Dr. Veena.N. Madhavan IAS., CEO, ASAP
6. Dr.P.Pugazhendi IAS, Director, Scheduled Tribe Development Department
7. Sri. Harikishore IAS , Director I & PRD
8. Smt. Anupama.T.V IAS , Director, Women and Child Development Department.
9. Sri.Chandrasekhar.S IAS, Director,Employment and Industrial Training Department
10. Smt.V.Vighneshwari IAS, Director, Collegiate Education.
11. Sri.Vinod.G, Additional Secretary, IT Department
12. Sri.Muhammed Anzari,Adiitional Secretary, Social Justice Department.
13. Smt.Nisha.S, Additional Secretary, Labour and Skills Department.
14. Sri.N.Jayaraj, Head, E Governanace, Kerala State IT Mission
15. Dr.Indulal.S, Deputy Director, Technical Education
16. Smt. Jalaja.S, Joint Director, Directorate of Social Justice
17. Sri.Ashok Kumar.K, Additional Chief Electoral Officer
18. Sri.Surendran Pillai.B, Additional Chief Electoral Officer
19. Sri.Ramesh Chandran Nair.N.R , Joint Chief Electoral Officer.
20. Sri.Premkumar.V.R IAS, Deputy Chief Electoral Officer.

1. Chief Electoral Officer welcomed the participants. The Chief Electoral Officer gave a general introduction to the importance of democracy in India. For the existence of democracy in India, the participation of adult youth is essential and they are the back bones. He said that an analysis of the Draft Electoral Roll showed that only 66,649 citizens in the age group of 18-19 years registered in the

Electoral Roll of Kerala. This is very meagre considering the projected adult population of Kerala.

2. Since the State will be going for General Election to Legislative Assembly in the first quarter of 2021, the maximum registration of citizens in this age group is of utmost importance. He added that the Election Commission of India held a video conference with all the Chief Electoral Officers of States and Union Territories on 02.12.2020, wherein inter alia, directed that all the States / Union Territories, especially, the polling going States should make strategies to achieve the maximum registration of citizens in the age group of 18-19 in the Electoral Rolls before 31.12.2020. Revision of voter's list is done every year. The Election Commission ( Office of the CEO) has published the draft Electoral Rolls on 16.11.2020. The final publication of Electoral Rolls is on 20<sup>th</sup> January 2021. Anybody attaining the age of 18 as on or before 1<sup>st</sup> January 2021 are eligible to get registered in the Electoral Roll. Already around two crore and 63 lakh people has enrolled in the electoral rolls, where as the projected population is around 2.69 Crore. Thus, there is a gap of around 6 Lakh people to be enrolled in the electoral roll. This comes from the age group of 18-19. So he stated that all Departments and governmental bodies may chalk out various strategies for the maximum enrolment of youth in the age group of 18-19 in the electoral rolls. The Chief Electoral Officer has insisted that as this is part of democratic process, each Department has to do maximum activities using their own funds and mechanism as a part of their commitment to democratic process in the public interest. He also remarked that awareness campaigns must be done in order to motivate ,encourage and enroll the young adults.

### **3. The General Education and the Higher Education Department**

The Deputy Chief Electoral Officer explained in detail the action plan to be worked out by each department in this regard. Awareness videos created by Election Department with the help of Kerala State Film Development Corporation ( KSFDC) and I& PRD may be telecasted through the 'Victers Channel' for making awareness with regard to the ongoing SSR and new registration programme. The Chief Electoral Officer has remarked that there are over 1000 Election Literacy Clubs in schools and colleges, many are doing good job in Kerala. Therefore, the Chief Electoral Officer has asked the Higher Education Secretary and General Education Secretary to activate the Election Literacy Clubs in order to create awareness among students regarding the registration of Electoral Rolls.

#### **Decision**

##### **( i) General Education Department**

The General Education Department will play the awareness videos regarding the Special Summary Revision and enrollment process through 'Victers Channel'. The Education Department will send SMS to all those students in the age group of 18-19 whose mobile number is available in their database (previous years) to make them get registered in the electoral rolls. The awareness videos will be also be created by NSS students.

##### **(ii) Higher Education Department**

The Higher Education Department will play the awareness videos regarding Special Summary Revision and enrollment after online classes in all colleges.

### **4. The Social Justice Department**

The Deputy Chief Electoral Officer requested that the Social Justice Department may take steps to enroll maximum transgenders and PwDs in the electoral rolls. The Joint Director, Social Justice Department remarked

that there are 3016 persons identified as transgenders. She also said that only 1200 transgenders are given Identity Cards by the Social Justice Department. There is also a Transgender Cell working in the Directorate. The Chief Electoral Officer remarked that transgender community should be brought to the mainstream and enrolled at the maximum. Last year , there were lot of campaigns all over Kerala to enroll the transgenders. 161 transgenders were enrolled in the last year. But this is inadequate considering the available data.

The Deputy Chief Electoral Officer has requested that while distributing postal ballots to PwDs and 80+ electors in accordance with ECI instructions , the Social Justice Department extend all the necessary support to District Election Officers. The Chief Electoral Officer has remarked that the new registration of PwDs may be done using all avenues by following ECI Guidelines.

#### **Decision**

The Social Justice Department will conduct internal meeting for Transgenders and PwDs at the State and District level and will get them enrolled at the maximum in the Electoral Roll and immediately provide a Status Report to the Chief Electoral Officer.

### **5. Women and Child Development Department**

The Chief Electoral Officer has emphasized the need for the collection of data through Anganwadis. The Director, Women and Child Development Department said that there are manual family registers kept in the Anganwadis and data available may used for registration of 18-19 age groups. Most of the BLOs are Anganwadi workers. Hence, posters and brochures may be distributed through the BLO's to the younger generation to get them enrolled in the Electoral Roll.

#### **Decision**

In those cases where BLO's are Anganwadi workers, the data in Family Register will be used for identifying and registering 18-19 age



groups citizens. In those cases where BLO's are not Anganwadi workers, the information regarding 18-19 age group people will be informed to the BLO's concerned by the Anganwadi workers. The Women and Child Development Department will take necessary steps for this and use their services in distributing the posters and brochures. **An Action Taken Report will be sent to CEO in this regard.**

#### **6. Information and Public Relations ( I&PRD) Department**

##### **Decision**

The I&PR Department will make press releases, posters, News through Radios and 20 second videos regarding the electoral registration awareness programme. **An Action Taken Report should be sent to Chief Electoral Officer early.**

#### **7. The ST Development Department**

The Director, ST Development Department has pointed out that maximum ST students can be enrolled by sending bulk SMS collected through E-Grants data. ST Development Secretary opined that catchy awareness videos and posters will get maximum circulation in the Whatsapp and other Social Media platforms. The Chief Electoral Officer has requested the Secretary, SC&ST Department to conduct maximum special enrolment camps at the tribal areas to make them aware about electoral registration in co-ordination with District Election Officers.

##### **Decision**

The ST Development Department will make necessary arrangements to send SMS to those SC/ST students whose data is collected through E-Grants. That Department will also conduct maximum special enrollment camps at the tribal areas for their participation in the electoral registration. **An Action Taken Report in this regard should also be sent to Chief Electoral Officer early.**



## **8. The IT Department**

The Chief Electoral Officer has pointed out that the IT Department has the option to send bulk SMS to those students who have mobiles. The Deputy Chief Electoral Officer has requested to explore the possibility of enrollment process through digital camps such as Zoom conference, Google meet etc. The Additional Secretary, IT Department has said that an enrollment campaign may be done through Akshayakendras. The Chief Electoral Officer has requested the Secretary IT Department to furnish a proposal for this.

### **Decision**

The IT Department will furnish a proposal regarding the possibility of enrollment campaign through Akshayakendras for examination. NVSP link will be made available in all Government Department websites.

## **9. Industrial Training Department**

### **Decision**

The Industrial Training Department will circulate the awareness videos among students and inform the possibility of enrollment camps for registration of students in the Electoral Roll. **An Action Taken Report in this regard should also be sent to Chief Electoral Officer early.**

## **10. ASAP**

### **Decision**

The CEO, ASAP will make necessary arrangements for the telecast of awareness videos regarding electoral registration after the online classes of ASAP. ASAP will assist in the creation of content videos. ASAP will also make arrangements to make available SMS regarding electoral registration to their students in the age group of 18-19 who passed out in the last years.

### **11. Technical Education Department**

The Deputy Chief Electoral Officer has requested that special camps may be conducted within co-ordination with District Election Officers after the opening up of Engineering Colleges and Polytechnic Colleges for student's registration in the Electoral Roll.

#### **Decision**

The Technical Education Department will make arrangements for the telecast of awareness videos after the online classes. Special camps will be conducted in coordination with District Election Officers in Engineering colleges and Polytechnic colleges by them for student's registration in the Electoral Roll . **An Action Taken Report in this regard should also be sent to Chief Electoral Officer early.**

### **12. Collegiate Education Department**

The Deputy Chief Electoral Officer has requested that awareness videos as how to enroll the adult youths in the Electoral Rolls may be telecasted between the online classes for UG and PG students. The Director, Collegiate Education Department has stated that an online competition may be conducted among students about voter's registration.

#### **Decision**

The Director, Collegiate Education Department will take steps to play awareness videos after the online classes for students in all colleges. Collegiate Education Department will also conduct online competition for voter's registration at the Directorate level. Special camps will be conducted in coordination with District Election Officers in all colleges by them for student's registration in the Electoral Roll. **An Action Taken Report in this regard should also be sent to Chief Electoral Officer early.**

The Secretary, General Education Department has remarked that Voter's Verification Week may be celebrated in every year like National

Voter's Day to create awareness among common people about electoral registration.

**13.** At the end, the Chief Electoral Officer has emphasized the need for co-operation from all Departments regarding electoral registration. He also emphasized the need for the preparation of short videos and conduction of camps of electoral enrollment programme and to share it in all the important social media platforms such as Facebook, Whatsapp, etc. The Chief Electoral Officer has requested the Director, I& PRD to make maximum advertisements about the electoral registration programme.

Meeting came to an end at 12.30 PM.

## Annexure

1.	Sri. Satyajeet Rajan IAS, Additional Chief Secretary, Labour and Skills Department, Government Secretariat, Thiruvananthapuram	9999717301
2.	Sri. Puneet Kumar IAS Principal Secretary, SC & ST Development Department, Government Secretariat, Thiruvananthapuram	9910816200
3.	Sri. A.Shahjahan IAS Secretary General Education Department, Government Secretariat, Thiruvananthapuram	9995508800
4.	Sri. Saurabh Jain IAS Secretary Electronics and Information Technology Department Government Secretariat, Thiruvananthapuram	9412054118
5.	Sri. Biju Prabhakar IAS Secretary, Social Justice Department, Government Secretariat, Thiruvananthapuram	9447035355
6.	Sri.P.Venugopal IAS Secretary, I&PR Department, Government Secretariat, Thiruvananthapuram	9447001022
7.	Sri. Jeevan Babu IAS Director General of Education Poojappura, Thiruvananthapuram	9447625106
8.	Dr.P.Pughazhendi IAS Director ST Development Department Thiruvananthapuram	9447702525

9.	Smt. Sheeba George IAS Director Social Justice Department, Vikas Bhavan, Thiruvananthapuram	9447171437
10.	Smt. Anupama T.V. IAS Director Women and Child Development Thiruvananthapuram	8078071070
11.	Sri.Chandrasekhar.S IAS Director Employment and Industrial Training Department Thiruvananthapuram	9447023856
12.	Smt. V.Vigneshwari IAS Director of Collegiate Education Vikas Bhavan, Thiruvananthapuram	944641307
13.	Dr. Chitra.S IAS Director, State IT Mission Thiruvananthapuram	9400169681
14.	Smt. Veena N Madhavan IAS Chief Executive Officer ASAP, Vazhuthacaud, Thiruvananthapuram	9495999600
15.	Dr. Baijubai.T.P. Director of Technical Education Thiruvananthapuram	9400006550