


No.F.6-3/2025/C&P  
National Council of Educational Research and Training  
Sri Aurobindo Marg, New Delhi-110016  
(Committee & Parliament Section)

Dated: 10<sup>th</sup> June, 2025

**SOP for Establishment Committee Election - 2025**

1. The election should be held in fair and impartial manner.
2. Any Contesting candidate should not visit any RIE or constituent unit of NCERT on official expenditure.
3. If tour/deputation/programme/workshop/itinerary already proposed, it may be postponed till the date of election i.e. 04.07.2025.
4. Contesting candidates are advised not to distribute cash, liquor and other material for inducing the voters, if anyone is found to be indulge in such activities, police action shall be initiated by filing an FIR against any such candidates apart from initiation of disciplinary action.
5. Mechanisms to ensure transparency and accountability at every stage.
6. Established channels for grievances and their timely resolution.
7. Contesting candidates may ensure that stickers/posters are not pasted in the office premises and deface the Council premises.
8. Contesting candidates are also advised not to indulge in defaming other contesting candidates on social media platforms. Candidates are advised to refrain from criticism or incite the voters by false statements either verbally or on social media.
9. Contesting candidates are advised not to paste the matter relating to election of the Establishment Committee on social media platforms or otherwise as this is an internal matter of the Council.
10. Contesting candidates shall not bring any outsiders for campaigning during the election period and exert any external influence on the voters.
11. Contesting candidates are advised not to disturb or create noise in the office premises during the campaign period and it may be ensure that not more than 5 members apart from Contesting candidates shall campaign in the office premises. Candidates visiting RIEs/PSSCIVE/NERIE and other constituent units due administrative permission from concern unit. A copy from concerned unit may be submitted to Election Officer/Returning Officer.

  
10/06/2025  
Election Officer,  
NCERT

Copy to:

1. All Heads of the Depts./Units/Cells of NIE, H.Q.
2. Joint Director, PSSCIVE, RIE Campus, Shyamla Hills, Bhopal.
3. Principals, Regional Institute of Education, Ajmer, Bhopal, Bhubaneswar, Mysore and NERIE, Shillong.
4. Prof. Prabhat Kumar Mishra, DEPFE, NCERT Election Officer.
5. Regional Production-cum-Distributing Centres, Ahmedabad, Kolkata (West Bengal), Bangalore & Guwahati for information.
6. All person concerned.
7. PS to Director, NCERT
8. PS to Joint Director, NCERT
9. PS to Joint Director, CIET (NCERT)
10. PS to Secretary, NCERT
11. Notice Boards.
12. Head, DICT for uploading on the website.