



STATE ELECTION COMMISSION, KERALA
THIRUVANANTHAPURAM-695033

No : B5/44/2024-SEC

Date: **24-11-2025**

From

The Secretary

To

All District Election Officers

Sir,

Sub:- State Election Commission- Webcasting / Videography in Sensitive Booths in the 2025 General Elections to the Local Self Government Institutions - General Guidelines-Reg

Ref:- Order of even no. dated 17.11.2025 of the Secretary, State Election Commission

As per the order referred above, Commission have entrusted M/s KELTRON for imparting Webcasting in Sensitive Polling booths in the 2025 General Elections to Local Self Government Institutions and set up of Control and Monitoring Cell at the Office of the State Election Commission.

All District Election Officers should in consultation with KELTRON, arrange necessary infrastructure for setting up District level Control and Monitoring cell at District Headquarters or at any convenient venue for effective viewing and Monitoring of webcasting. The list of Nodal Officers from KELTRON who are in charge of Districts is appended as annexure.

Requirements Across Webcasting & Control Room Activities

- a. Designation of Nodal Personnel: District Election Officer may designate a Single Point of Contact (SPOC) for smooth coordination

with KELTRON for both webcasting activities and control room setup and the name, designation and mobile no should be shared with the commission immediately.

- b. Access Permissions :Necessary entry passes/ID cards shall be issued to KELTRON technicians and authorised personnel for accessing polling booths and district facilities.
- c. Manpower Support :Deployment and remuneration of monitoring manpower shall be the responsibility of District Election Officer as stipulated in the order referred above.
- a. Logistical Arrangements :Support such as furniture, secure storage, power availability, and access permissions shall be arranged by the District Election Officer.
- e. Network Support & ISP Permissions :District Election Officer shall provide all necessary permissions for ISP cable laying and ensure network readiness at control rooms and polling areas.

2. Specific Requirements: Webcasting from Polling Stations

- a. Monitoring Capacity & Allocation
 - o Provision shall be made to monitor a minimum of nine (09) polling booths simultaneously.
 - o Each sensitive booth shall be monitored by at least one dedicated operator.
- b. Manpower Deployment :District Election Officer shall deploy sufficient number of official staff at control centres for viewing and monitoring live streaming.
- c. Logistics for Webcasting Team
 - o A dedicated vehicle shall be arranged at the District Collectorate for webcasting-related activities on the day prior to polling and on

polling day.

- ID cards for technicians shall be issued by District Election Officer.
 - Postal ballots shall be arranged for employees deployed for webcasting tasks
- a. Equipment Storage :A secure room shall be provided at the District Collectorate for the safe storage of cameras and accessories, commencing five (05) days prior to polling and continuing after the completion of polling activities.

3 Specific Requirements: Control Room Setup & Monitoring-

Control Room Facility.

- A secure hall/room with lockable access shall be arranged for the Control Room.
 - Furniture such as tables and chairs shall be provided for technical staff and operators.
 - Sufficient DG/UPS backup shall be ensured for uninterrupted operations.
4. Training
- KELTRON shall provide training to these operators as per SEC directions.
5. Deployment Schedule & Access : Unrestricted access shall be granted to the KELTRON deployment team from 01.12.2025 to 15.12.2025 for:
- Delivery of equipment
 - Physical setup of the Control Room
 - Trial runs and testing
 - Dismantling and retrieval of equipment after polling

Network Cabling & Permissions

- Permissions shall be granted for temporary Cat6 cable laying, Wi-Fi access point installation, and ISP cabling.
- Adequate power distribution units shall be arranged at the site.

Required Infrastructure.

Sl.No	Item Description
1	Laptop including spare (As per no of booths)
2	LED TV (2 nos.) with tripod and laptop.
3	Temporary networking including Cat6 cables, Wi-Fi APs, network switches (Max 30 laptops) (As required)
4	Power Distribution Unit for laptops and networking components. (As required)
6	Redundant 1 Gbps leased line (1:1) for 10 days/ 500 mpbs connectivity whichever is required.

Laptop Quantity Finalisation :

The final number of laptops required shall be determined based on the total number of booths designated for live streaming, and in consultation with KELTRON.

The requirement may vary depending on district sensitivity and operator strength.

Connectivity Conditions

If the number of polling stations for streaming is less than 50, the District Administration shall arrange redundant internet connectivity with a minimum speed of 500 Mbps.

In such cases, the 1 Gbps leased line connectivity (item 6 in the Scope of Work) will not be arranged by KELTRON.

District Election Officer shall facilitate ISP access and necessary cabling permissions.

Finance

- The amount expended in related with setting up of infrastructure may be met by Districts concerned.
- Any amount claimed by KELTRON towards Technical support, installation and component cost provided by KELTRON, shall be verified and certified by the District Election Officers and sent to SEC, the payment shall be done by SEC.

Annexure

Officers at SEC

Nodal Officer : Pradeep Kumar R, Joint Secretary (M), Mob: 8281000131

Section Officer : Anil Kumar S, 9447067274

Officers at KELTRON.

I. STATE-LEVEL NODAL OFFICERS

A. Webcasting & Overall Co-ordination – State Nodal Officer

- Name: Shri. Vipin S S
- Designation : Deputy General Manager
- Mobile: 8547293416
- Email:vipin@keltron.org

B. Control Room Setup & Operations – State Nodal Officer

- Name: Smt. AshwathiMohanan

- Designation : Deputy General Manager
- Mobile:9746661288
- Email:aswathi@keltron.org

II. DISTRICT-LEVEL WEBCASTING COORDINATORS (MAIN COORDINATORS)

Sl. No.	District	Name of Coordinator	Mobile No	Email id
1	Kasargod	Jerin Jacob	6282986629	jerinjacob@keltron.org
2	Kannur	Muhammad Anvar	8590657994	anvar@keltron.org
3	Wayanad	Sajina T K	8547351526	sajina.tk@keltron.org
4	Malappuram	Sujin Jose S	8547311950	sujinjoses@keltron.org
5	Palakkad	Susmitha C S	9895844133	susmitha@keltron.org
6	Thrissur	Arun M N	9745062442	arun@keltron.org
7	Kozhikode	Jisha R	9995405461	jisha@keltron.org
8	Idukki	Rajeev Nair U	9496331461	rajeevnair@keltron.org
9	Ernakulam	Sarun K T	9809647744	sarun@keltron.org
10	Kottayam	Jinsu Thomas	9400381284	jinsu@keltron.org
11	Alappuzha	Rajesh B S	9445901787	rajeshbs@keltron.org
12	Pathanamthitta	Naseem A	9605642256	naseem@keltron.org

13	Kollam	Sneha T	9886167316	snehat@keltron.org
14	Thiruvananthapuram	Jaimon A	9847614124	Jaimon.antony@keltron.org

III. DISTRICT-LEVEL CONTROL ROOM COORDINATORS

Sl. No.	District	Name	Mobile	Email
1	Thiruvananthapuram	Rajesh R	8075110690	rajeshkeltroncsg@gmail.com
2	Kollam	Ramjith R	9995024159	ramjith.rajana@gmail.com
3	Pathanamthitta	Geethesh G Nair	8075778896	geetheshkeltron@gmail.com
4	Alappuzha	Sanu V M	9746661610	sanumano@gmail.com
5	Kottayam	Vijith Vishwambaran	9496802747	vijithinnet@gmail.com
6	Idukki	Rajesh N	9746661623	rajeshnanp@gmail.com
7	Ernakulam	Arun Hareendran	8547578561	arunhareendran.keltron@gmail.com
8	Thrissur	Ajith A	9746660061	ajithkeltron@gmail.com
9	Palakkad	Shinu Aravind	9746660063	shinuaravind96@gmail.com
10	Malappuram	Jinesh E	9947915755	jinesh.2255@gmail.com
11	Kozhikode	Amruthraj	9846203332	amrutharaj.k@gmail.com
12	Wayanad	Jaganath K	9947775227	jagankpta@gmail.com

13	Kannur	Baburaj I	9746660043	baburaj91@gmail.com
14	Kasaragod	Aneesh T	9746661710	aneeshtheruvath@gmail.com
15	Trivandrum – S EC HQ	VilbiRaju	6238654515	vilbiraju@keltron.org

All the above officials shall act as the **single point of contact** for their respective responsibilities during the 2025 General Elections to the Local Self Government Institutions.

Yours faithfully,

PRAKASH.B.S
SECRETARY

Copy to

The General Manager & Head(ITBG),M/s KELTRON

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