

भारत निर्वाचन आयोग

ELECTION COMMISSION OF INDIA

EPABX 011-23717391-98
Fax 011-23713412/23739944
Website: www.eci.nic.in

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Nirvachan Sadan,
Ashoka Road, New Delhi-110001.

No. 464/INST/2018-EPS

Dated: 14th September, 2018

To

The Chief Electoral Officer,
Of all States & UTs (except Rajasthan).

Subject: General Election to the Legislative Assembly - Distribution of Photo Voter Slips to the Electors by BLOs - Regarding.

Madam/Sir,

Your attention is invited to the Para(e) of the Commission's Instructions No. 464/INST-VS/2014-EPS, dated 21st March, 2014 regarding distribution of Photo Voter Slips to Electors which is as under:-

"(e) The Returning Officer (RO) of the Constituency shall prepare a schedule for distribution of Photo Voter Slips by the BLOs. A copy of this schedule shall be given by the RO to the Political Parties, Booth Level Agents (BLAs) of all recognized political parties, if they have been appointed and contesting Candidates and their Agents, under acknowledgement."

2. The Commission further directs that the returning Officers shall ensure that the above said schedule shall be given well in advance and this shall be adhered to strictly by all BLOs.
3. This may be brought to the knowledge of all concerned for compliance.

Yours faithfully,


(SUMIT MUKHERJEE)
Principal Secretary

ELECTION COMMISSION OF INDIA

EPABX 011-23717391-98
Fax 011-23713412/23739944
Website: www.eci.nic.in

Nirvachan Sadan,
Ashoka Road, New Delhi-110001.

No.464/INST-VS/2014-EPS

Dated: 21st March, 2014

To,

The Chief Electoral Officers of
all the States & Union Territories.

Sub: Distribution of Photo Voter Slips to the Electors by BLOs – reg.

Ref: The Commission's instructions –

- (i) 464/INST/2011/EPS, dated 18th February, 2011
- (ii) 464/INST/2011/EPS, dated 19th March, 2011
- (iii) 464/INST/2013-EPS, dated 14th June, 2013

Madam / Sir,

The Commission has issued instructions from time to time regarding distribution of Photo Voter Slips to voters. In the light of experience gained in the past and in order to streamline the mechanism of distribution of Photo Voter Slips and bring in greater transparency, following instructions are being issued for the process to be followed for distribution of Photo Voter Slips:

- a) The Photo Voter Slips shall be printed on a good quality paper, ensuring clear entries and photographs of voters appearing thereon. The District Election Officer (DEO)/ Electoral Registration Officer (ERO) shall ensure that the Photo Voter Slips are printed by following/ meeting all possible safeguards.
- b) **Only one (1) set of Photo Voter Slips would be printed** for the registered electors of each Assembly Constituency, duly authenticated by the ERO, for distribution through the BLOs.

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- c) A pre-printed register of voters shall be given to each BLO along with the Photo Voter Slips of the electors of his/ her Polling Station area. **The Photo Voter Slips should be issued under original signatures of the BLOs.** The BLO shall give the Photo Voter Slip either to the registered voter or to an adult member of the voter's family who is himself/ herself a voter. The BLO shall obtain the signature or thumb impression of the person to whom the Photo Voter Slip is delivered, as an acknowledgement of having received the Photo Voter Slip. The register shall be deposited by the BLOs to the ERO before the day of Poll.
- d) The marking of Absent/ Shifted/ Dead (ASD) Voters shall also be done on the Photo Voter Slips. These Photo Voter Slips may be stamped with a note "**ASD Voters – You will have to bring additional proof of identification such as- EPIC, any of the documents notified by ECI, on the day of Poll**". The Presiding Officers may be directed to verify such Voters through any additional document along with the Photo Voter Slip.
- e) **The Returning Officer (RO) of the Constituency shall prepare a schedule for distribution of Photo Voter Slips by the BLOs.** A copy of this schedule shall be given by the RO to the Political Parties, Booth Level Agents (BLAs) of all recognized political parties, if they have been appointed and contesting Candidates and their Agents, under acknowledgement.
- f) The BLAs of political parties/ Candidates' Agents **may accompany** the BLOs during the distribution work. When the BLA/ Candidates' Agent accompanies the BLO for distribution, their signatures should also be obtained on the register, as a token of having seen the distribution process to genuine voters. Strict action should be taken against the BLO if a complaint is received and it is proved that he/ she did not share the schedule of distribution of Photo Voter Slips with BLAs or contesting candidates or their agents or did not allow them to accompany him/ her during the distribution work.
- g) The DEOs shall ensure that BLOs maintain **absolute neutrality** during the distribution of Photo Voter Slips.

- h) Sector Officers should randomly check that distribution of Photo Voter Slips is being done as per these instructions and if any deviation is found it should be corrected immediately. Sector Officers should also verify from the Photo Voter Slip registers that all slips have been distributed and that signatures/ thumb impression of acknowledgement have been obtained on the register.
- i) Returning Officer should monitor the distribution of Photo Voter Slips with the help of Sector Officers and should ensure that all Photo Voter Slips are properly distributed and duly accounted for.
- j) **Bulk distribution of the Photo Voter Slips shall not be allowed by BLO or any other person.**
- k) A mechanism should be set up at the level of each Sector Officer and the RO/ ARO, to receive complaints about improper distribution of Photo Voter Slips. All such complaints should be expeditiously inquired into, and immediate corrective action should be taken. **The ROs/ DEOs will also ensure appropriate legal action against person(s) who procure the Photo Voter Slips distributed by BLOs, from a Voter, under intimidation or by means of an inducement.**
- l) All undistributed Photo Voter Slips should be kept in the office of the ERO/ AERO, in each Assembly Constituency. Wide Publicity should be given that if any person has not received the Photo Voter Slip, he/ she may collect it from the office of the ERO/ AERO. A distribution register should also be maintained in the office of the ERO/ AERO for taking acknowledgement from voters who collect their Photo Voter Slips from there.
- m) Distribution should be completed **at least five clear days** before the date of poll.
- n) BLOs will prepare a list of Photo Voter Slips left undistributed, on completion of the above mentioned distribution process, containing Serial No. and Names of the Voters, and will get it authenticated by ERO/ AERO and use this list on the day of Poll. **The undistributed Photo Voter Slips along with an alphabetical Voters' list shall be kept at a facilitation desk to be manned by the concerned BLO, outside each Polling Station, on the day of the poll.** Wide

publicity should be given that any voter who has not received Photo Voter Slip may collect it from this facilitation desk on the poll day. The facilitation desk should be set up outside the Polling Station at a convenient and visible place so that voters can easily access it. It should be identified by a big flex board.

- o) BLOs will keep a record of distribution (signature/ thumb impression) on the list itself on the day of Poll and finally deposit this list and any undistributed Photo Voter Slips to the ERO at the end of the Poll.
- p) **No photocopies of the Photo Voter Slips may be made for distribution purposes.** At the time of polling also, on Poll day, no voter carrying a photocopy of the Photo Voter Slip may be allowed to vote.
- q) The Observers would use the services of the Micro-observers and Sector Officers to carry out random checks and ensure distribution of the Photo Voter Slips in an effective manner and to address complaints received, if any, from any quarter about the conduct of the BLOs in impartial and fair distribution of these Slips.
- r) Any unauthorized distribution/ possession of Photo Voter Slips (election material) shall be considered as violation of the relevant provisions of the RP Act, 1951 and the IPC and is punishable with imprisonment or fine or both. **Instructions to this effect may be printed on the reverse of the Slips, along with other instructions like, not to bring any camera (still/ video/ digital) or Mobile Phone inside the Polling Station.**

Yours faithfully,



(SUMIT MUKHERJEE)
SECRETARY

ELECTION COMMISSION OF INDIA

Nirvachan Sadan, Ashoka Road, New Delhi-110001

No. 464/INST/2016-EPS

Dated:- 26 December, 2016

To

The Chief Electoral Officer

(1) Goa, Panjim.

(2) Manipur, Imphal.

(3) Punjab, Chandigarh.

(4) Uttarakhand, Dehradun.

(5) Uttar Pradesh, Lucknow.

Subject: General Elections to the Legislative Assemblies of Goa, Manipur, Punjab, Uttarakhand and Uttar Pradesh-2017: Modification of instructions on official Photo Voter Slips regarding...

Reference: The Commission's instructions-

- i. 464/INST/2011/EPS dated 18.02.2011
- ii. 464/INST/2011/EPS dated 19.03.2011
- iii. 464/INST/2013/EPS dated 14.06.2013
- iv. 464/INST-VS/2014/EPS dated 21.03.2014
- v. 464/WB-LA/2016 (INST) dated 01.04.2016

Sir,

As you are aware, the Commission has issued instructions from time to time regarding the distribution of official Photo Voter Slips to voters a few days before the polls. The official Photo Voter Slip distributed to the voters through the election machinery is also an additional document for identification of voters at the Polling Booth. The system of official Photo Voter Slips has been well-received and widely appreciated by the various stakeholders in the electoral process for its usefulness, convenience and out-reach amongst electors, which has contributed to greater electoral participation and voter engagement.

In continuation of the above-mentioned instructions and in the light of experience gained in the past, to further enhance the effectiveness of the Photo Voter Slips as an important instrument of voter facilitation and awareness, as well as to improve its utility in establishing the identity of the voters on poll day, the Commission has decided to improve the design of the official Photo Voter Slip to make it more perceptible, informative and useful. The existing size of the Photo Voter Slip has been substantially

increased, with a much larger voter's photograph for better and easy identification. Further, to aid and guide the voter regarding the polling station location and other important instructions for poll day, the snapshot of polling station Google-map, along with crucial information/Do's and Donts' have been added to the reverse of the Photo Voter Slip.

Accordingly, the following instructions regarding Photo Voter Slips are being issued, and the existing instructions shall stand modified to the extent thereof:

1. The official Photo Voter Slips will be printed in the size of 'Half of A-4 paper' i.e. 8 inches by 6 inches (8" X 6").
2. The official Photo Voter Slip will be printed with proper accounting on both sides, as per the Sample enclosed herewith, showing the front and the reverse print.
3. Good quality paper should be used for printing the Photo Voter Slips.
4. The printing quality should be of high standard so as to ensure clear, legible and unambiguous image and content.

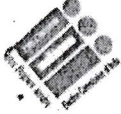
The receipt of this letter may be acknowledged with confirmation that relevant instructions have been issued to the District Election Officers/Returning Officers concerned and other connected officers for necessary compliance.

Yours faithfully,

(NIKHIL KUMAR)

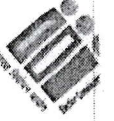
DIRECTOR

26/11/16

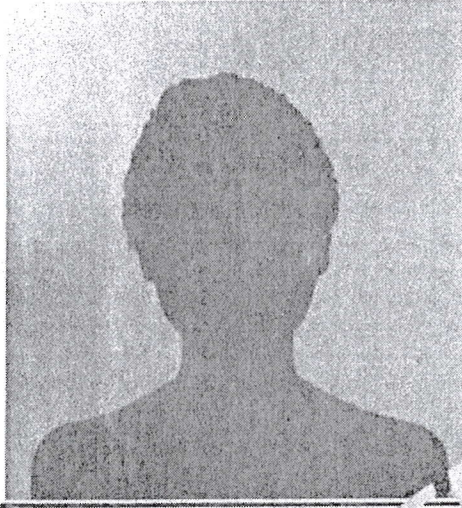


ELECTION COMMISSION OF INDIA

General Election to Legislative Assembly of (State/UT) - 2017



फोटो मतदाता पर्ची/PHOTO VOTER SLIP



राज्य/State	Bihar
विधान सभा निर्वाचन क्षेत्र Assembly Constituency	Belhar
नाम Name	राज Raj
लिंग/Gender	म M
पहचान पत्र क्रमांक EPIC No	WCL 085876
पिता/पति का नाम Father's/Husband's Name	सुरज suraj
भाग संख्या/Part Number	21
भाग का नाम/Part Name	Prathamik Vidhalay Bauka
मतदाता क्रमांक/Serial	976
मतदाता केंद्र/Poling Station	Pronnat Madhya Vidyalay Bau
निर्वाचन की तारीख Polling Date	No election scheduled currently
नवीनतम अपडेट का समय Last Updated On	16/12/2016

Date of Poll : _____

Timings : _____ to _____

DISTRICT ELECTION OFFICE: _____

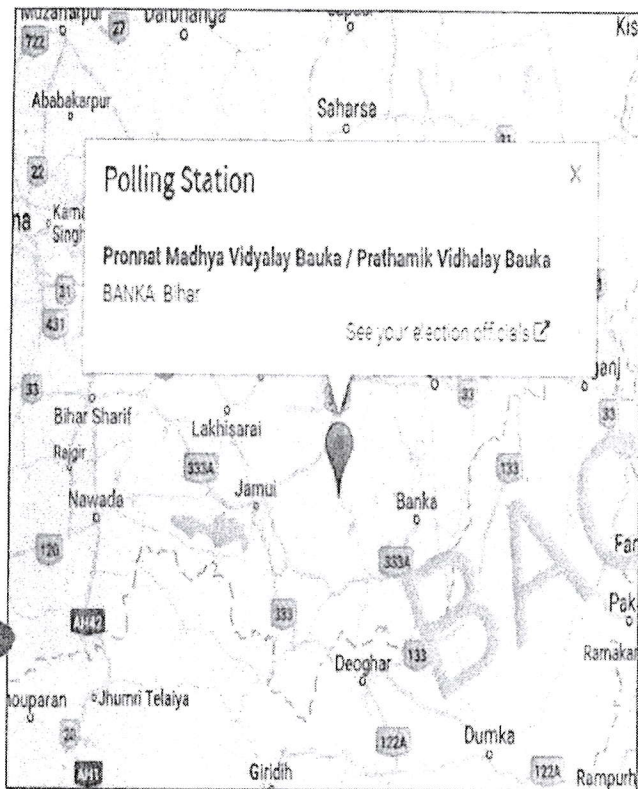
(District name)

DEO website: _____

DEO Helpline No. : _____

(Handwritten signature)

Map of the Polling station



Important Information for Voters

- BLO :(Name and Contact No)
- All the voters who are in the queue at the closing time of the poll shall be allowed to cast their vote.
- There are separate queues for women; Senior citizens are given priority for voting.
- Blind and infirm voter can be permitted to take an adult companion into the voting compartment for recording the vote.
- Gadgets like mobile phones and cameras are not allowed inside the polling booth.
- Offering or accepting money or any other gratification to vote for a particular candidate is a corrupt practice under law.

No Voter to be left behind; Every Vote Counts

Speed Post

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निर्वाचन सदन
आशोक रोड नई दिल्ली-110001
Nirvachan Sadan,
Ashoka Road, New Delhi-110001.

No. 464/INST/VS/2017-EPS

Dated: 19th January, 2017

To

The Chief Electoral Officer of all States / UTs.

Subject. - Distribution of Photo Voter Slip – Regarding.

Sir,

I am directed to refer to the Commission's instruction no.464/INST-VS/ 2014-EPS, dated 21st March, 2014 (copy enclosed) and to state that Para (l) thereof has been amended as follows:

- i. All undistributed photo voter slips shall be returned by the BLO to the Concerned ERO concerned who shall keep the same in the sealed cover under safe custody;
 - ii. No further distribution of photo voter slip would be done after the same are returned to the ERO;
 - iii. ERO shall make an alphabetical list of undistributed photo voter slips in respect of each part / polling station;
 - iv. Two copies of the alphabetical list shall be handed over to the RO of the constituency;
2. Further, Para (n) and (o) the Commission Instruction no. 464/INST-VS/ 2014-EPS, dated 21st March, 2014 regarding distribution of photo voter slip through facilitation counter at polling stations on poll day have been done away with.
3. Please inform all concerned including candidates, political parties and ensure compliance urgently. In the poll going states of Manipur, Punjab, Goa, Uttarakhand and Uttar Pradesh, the above should be brought to the notice of ECI observers.

Yours Faithfully,


(Sumit Mukherjee)
Secretary

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ELECTION COMMISSION OF INDIA

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अशोक रोड, नई दिल्ली-1100
Nirvachan Sadan,
Ashoka Road, New Delhi-1100

No. 464/INST/2018-EPS

Dated: 15th January, 2018

To

The Chief Electoral Officers of
All State/Union Territories of

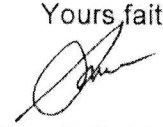
Subject: Distribution of Photo Voter Slips – regarding.

Sir,

I am directed to forward herewith a copy of the Commission's instructions vide 464/INST/2016-EPS dated 26th December, 2016 on the subject cited and to request you to inform all concerned for strict compliance.

Please acknowledge the receipt of letter.

Yours faithfully,


(Sumit Mukherjee)
Principal Secretary