

राजस्थान सरकार
(निर्वाचन विभाग)

क्रमांक: प.3(3)(1)रोल/निर्वा/2 SSR-2018/2018/7606

जयपुर, दिनांक 15-10-2018

प्रेषक : मुख्य निर्वाचन अधिकारी,
राजस्थान, जयपुर।

प्रेषिति : समस्त जिला निर्वाचन अधिकारी,
(कलक्टर), राजस्थान।

विषय : विधानसभा आम चुनाव 2018 – मतदान केन्द्रों पर मतदाताओं को सहायता प्रदान करने की दृष्टि से विभिन्न पोस्टर मतदान तिथि के दिन चस्पा करने बाबत।

प्रसंग : भारत निर्वाचन आयोग का पत्र क्रमांक 464/INST/2016-EPS/ दिनांक 21 दिसम्बर, 2016

महोदय

उपरोक्त विषयान्तर्गत भारत निर्वाचन आयोग के प्रासंगिक पत्र दिनांक 21 दिसम्बर, 2016 का अवलोकन करें। (प्रति संलग्न) भारत निर्वाचन आयोग द्वारा निर्देश दिए गए हैं। निर्वाचको का संचालन नियम, 1961 के नियम 31 के अन्तर्गत मतदाताओं को सुविधा प्रदान करने की दृष्टि से मतदान केन्द्र पर विभिन्न व्यवस्था की जानी है। तदनुसार अन्य व्यवस्थाओं के अतिरिक्त निम्न प्रकार से 4 पोस्टर मुद्रित करवाकर मतदान दिवस के दिन मतदान केन्द्र पर प्रदर्शित किए जाने हैं –

1. **पोस्टर क्रमांक – 1** मतदान केन्द्र से संबंधित विभिन्न सुविधाएँ यथा मतदान केन्द्र का नाम, मतदाताओं की संख्या, मतदान केन्द्र के सम्मिलित क्षेत्र, मतदान केन्द्र के भवन का नाम, पीठासीन अधिकारी का नाम, टेलीफोन नं०, बीएलओ का नाम, टेलीफोन नं० इत्यादि।
 2. **पोस्टर क्रमांक – 2** के अनुसार प्रपत्र 7ए के अनुसार विधानसभा निर्वाचन क्षेत्र में चुनाव लड़ने वाले अभ्यर्थियों की सूची का प्रदर्शन इस पोस्टर के माध्यम से किया जाएगा।
 3. **पोस्टर क्रमांक – 3** के अनुसार मतदाताओं द्वारा मतदान केन्द्र पर क्या किया जाना है अथवा नहीं करना है (DO's and DONT's) के विषय में सूचना प्रदर्शित की गई है, जो कि मतदान दलों द्वारा मतदान केन्द्रों पर लगाई जाएगी।
 4. **पोस्टर क्रमांक – 4** के अनुसार मतदान के समय मतदाताओं की पहचान स्थापित करने हेतु अधिकृत दस्जावेजों की जानकारी, मतदान कैसे किया जाता है आदि का प्रदर्शन भी किया जाएगा।
 5. विभाग स्तर पर 4 प्रकार के पोस्टरों का मुद्रण मतदान केन्द्रों की संख्या के अनुसार करवाया जा रहा है। यह पोस्टर यथाशीघ्र आपको उपलब्ध करवा दिए जाएंगे।
 6. आपसे अनुरोध है कि मतदान दलों को प्रदान की जाने वाली सामग्री के समय उक्त 4 प्रकार के पोस्टरों को भी मतदान दलों को उपलब्ध करावें ताकि उनके द्वारा मतदान तिथि को मतदान केन्द्र पर पहुंचने के साथ यथा स्थान इनको चस्पा किया जा सके।
 7. आपसे यह भी अनुरोध है कि पीठासीन अधिकारियों को प्रशिक्षण के समय इस बाबत जानकारी भी प्रदान की जावें।
- कृपया उपरोक्त दिशा-निर्देशों की पालना किया जाना सुनिश्चित करें।

संलग्न: उपरोक्तानुसार

भवदीया,


(डॉ० रेखा गुप्ता)

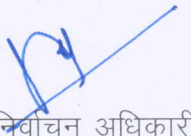
अतिरिक्त मुख्य निर्वाचन अधिकारी,
राजस्थान, जयपुर।

क्रमांक: प.3(3)(1)रोल/निर्वा/2 SSR-2018/2018 / 7608

जयपुर, दिनांक 15.10.2018

प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है :-

1. निजी सचिव, मुख्य निर्वाचन अधिकारी, राजस्थान, जयपुर।
2. निजी सचिव, अतिरिक्त मुख्य निर्वाचन अधिकारी (आर/जे), राजस्थान, जयपुर।
3. समस्त अधिकारीगण, निर्वाचन विभाग, राजस्थान, जयपुर।


उप मुख्य निर्वाचन अधिकारी,
राजस्थान, जयपुर।

ई-मेल/डाक

ELECTION COMMISSION OF INDIA

Nirvachan Sadan, Ashoka Road, New Delhi-110001

No. 464/INST/2016-EPS

Dated:- 21 December, 2016

To

The Chief Electoral Officers of

1. Uttar Pradesh - Lucknow
2. Uttarakhand - Dehradun
3. Punjab - Chandigarh
4. Manipur - Imphal
5. Goa - Panaji

Subject: Display of Voter Facilitation Posters (VFPs) at Polling Stations - reg.

Madam/Sir,

With reference to the captioned subject, I am directed to state that the Commission is committed to the enhancement of voter facilitation at the polling booths to ensure that all voters are able to cast their votes in an easy, convenient and informed manner. However, during the past elections, it has been brought to the notice of the Commission that at many places, relevant polling station related information is not prominently displayed for guidance and awareness of the voters, resulting in confusion and inconvenience to the voters on the poll day.

In this regard, it is also pertinent to note that the statute requires the display of accurate and relevant information for voter awareness and information at each polling station. As per **Rule 31** of the **Conduct of Elections Rules, 1961**, bearing subject, "**Arrangements at polling stations**", it is mandated as under:

"(1) Outside each polling station there shall be displayed prominently-

(a) a notice specifying the polling area the electors of which are entitled to vote at the polling station and, when the polling area has more than one polling station, the particulars of the electors so entitled; and

(b) a copy of the list of contesting candidates."

The Commission has reviewed the matter in totality and directed that in order to ensure compliance of the statutory requirements, as also to provide greater facilitation and awareness to the voters arriving at the polling booths on poll day, the following instructions be strictly complied:

1. At each Polling Booth, **4 (Four) Voter Facilitation Posters (VFP)** shall be displayed as per the design enclosed herewith at **Annexures- A, B, C and D**.
2. The color scheme and format of the posters shall remain exactly as per the enclosed design.
3. The size of the VFPs should be such that the contents are easily and clearly visible and the text is effortlessly readable to the voters approaching the polling booth. The following dimensions are provided for purely indicative purpose:
 - a. **VFP No. 1 and 2: 27 inches (Height) X 27 inches (Width).**
 - b. **VFP No. 3 and 4: 27 inches (Height) X 36 inches (Width).**
4. The VFPs shall be displayed/pasted/stuck on the outside wall, near the entrance of each polling booth.
5. The VFPs must be pasted/affixed in the order of their Serial Nos i.e. VFP No. 1 followed by VFP-2 and so on.
6. In addition, VFPs No. 3 and 4 shall also be affixed near the entrance of the polling station premises/location, especially in case of locations having more than one polling booths.
7. The VFPs can be printed on paper or any other available eco-friendly material, subject to reasonability of cost and without compromise on the overall quality of display.
8. The display of VFPs shall be an integral part of the overall arrangements to be made at every polling booth by the Returning Officer.
9. The proper manner of display of VFPs shall be explained to the Presiding officers during the election training sessions organized by the Returning Officers.
10. The Sector Officers shall ensure that the VFPs are prominently displayed as per the directions herein and submit a report to the Returning Officer.
11. It shall be the overall responsibility of the District Election Officers to ensure compliance of these instructions.

The Chief Electoral Officers are kindly requested to take note of these instructions and bring them to the knowledge all the DEOs/ROs.

The receipt of these instructions may kindly be acknowledged.

Yours sincerely,


(NIKHIL KUMAR)

Director

21/12/16



भारत निर्वाचन आयोग
ELECTION COMMISSION OF INDIA



● Polling Station (Name/No.): _____

● Total Electors: _____

● Polling Station Locality: _____

● Polling Station Building: _____

● Presiding Officer:

(Name/No.) _____

● Booth level officer:

(Name/No.) _____

● Returning Officer:

(Name/No.) _____

● District Election Officer (Name/No.):

● General Election Observer (Name/No.):

Polling Booth Area

Blank area for drawing the Polling Booth Area.

1

मुख्य निर्वाचन अधिकारी / CHIEF ELECTORAL OFFICER

राज्य/केंद्र शासित प्रदेश _____

State / UT _____

POLL DAY: / /

VOTING TIME:

AM to

PM

APPROVED IDENTIFICATION DOCUMENTS

Election Photo Identity card (EPIC)



Passport



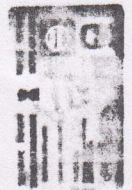
Driving Licence



Service Identity Cards with photograph issued to employees by Central/State Govt. PSUs/Public Limited Companies

Passbooks with photograph issued by Bank/Post Office

PAN Card



Smart Card issued by RGI under NPR

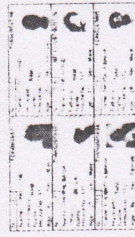
MNERGA Job Card



Health Insurance Smart Card issued under the scheme of Ministry of Labour

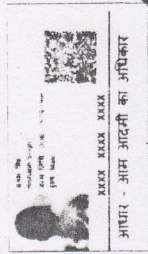
Pension document with photograph

Authenticated Photo Voter Slip issued by the election machinery



Official identity cards issue to MPs/MLAs/MLCs

Adhaar Card



HOW TO VOTE

REMEMBER: Your name must be in the electoral roll to cast your vote. Possession of EPIC is NOT a guarantee to vote.

● **First** Polling Officer (PO-1) / Incharge of marked copy of electoral roll will verify your identity from your identification documents vis-à-vis your entry in electoral roll.

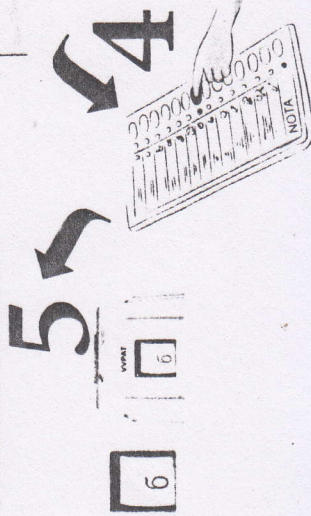
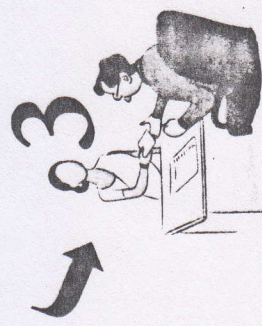
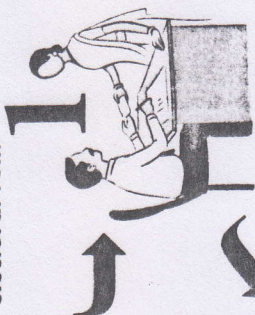
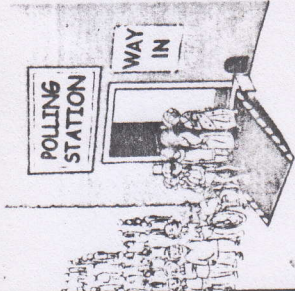
● After establishing your identity, **Second** Polling Officer (PO-2) / Incharge of indelible ink will put a mark with indelible ink on your left hand forefinger.

● PO-2 being incharge of Register of Voters will also take your signature/thumb impression on Register of Voters and will issue a Voter's slip.

● On the basis of serial number of Voter's slip, **Third** Polling Officer (PO-3) will allow you to cast your vote.

● Verify through VVPAT that your vote has been correctly cast to the intended candidate.

● Press the "blue button" on the EVM against the candidate of your choice. "Red" glowing of tiny lamp along with a long beep sound will confirm successful recording of your vote.



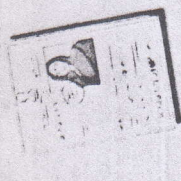
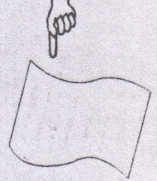

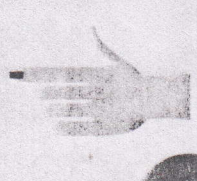







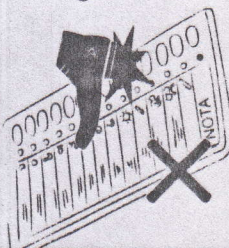


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ELECTION COMMISSION OF INDIA







DO'S

-  Always be in queue and wait for your turn.
-  Always maintain peace in and around the polling station
-  Show your photo ID card as prescribed by the Election Commission of India as in Panel No. 4
-  Follow instructions on "HOW TO VOTE"
-  Show courtesy to the polling team which is facilitating your vote.
-  After casting your vote come out of the polling station quietly.

DON'TS

-  Do not accept bribe in favour of your vote. Bribery is an offence.
-  Do not impersonate for someone else. Impersonation is an offence.
-  Do not cause any disturbance in the poll process. You may land up in prison.
-  Do not cause damage/ tamper with poll material including EVM/VVPAT. You may land up in prison.
-  Do not obstruct the polling team in performing election duty. You may land up in prison.
-  Do not litter/spit in and around the polling station. It is an offence.

-  NO PHONES
-  NO SMOKING
-  NO FIRE ARMS
-  NO PHOTOGRAPHY



**HELP LINE
1950**



भारत निर्वाचन आयोग
ELECTION COMMISSION OF INDIA



LIST OF CANDIDATES: (FORM 7-A)