

ELECTION COMMISSION OF INDIA

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001

MADHUSUDAN GUPTA
UNDER SECRETARY

No. 51/8/VVPAT/2016-EMS (Vol-II)

Dated: 6th May, 2016

To

The Chief Electoral Officer,
Telangana, Hyderabad.

Subject: Bye Election to 113-Palair Assembly Constituency of Telangana - Instructions on the use of EVMs with Voter Verifiable Paper Audit Trail system (VVPAT) - reg.

Sir,

I am directed to state that the Commission has decided, under the proviso to Rule 49A of the *Conduct of Elections Rules, 1961*, to use Voter Verifiable Paper Audit Trail system (VVPAT) along with Electronic Voting Machines (EVMs) in the bye-election to 113-Palair Assembly Constituency of Telangana, as communicated vide Commission's letter of even number dated 30th April 2016.

Taking into consideration the provisions made under Rules 49A, 49B [4(c)], 49E [1, 2 &7], 49M (A), 49 T (1) of the Conduct of Elections Rules, 1961 as amended by the Conduct of Elections (Amendment) Rules, 2013, the Commission has directed that the following instructions on use of VVPAT system with EVM shall be strictly followed in the 113-Palair Assembly Constituency during use of VVPAT:

1. Training of Master Trainers, Polling Personnel and Counting Personnel:

Presiding Officers, Polling officers, Returning Officer, Assistant Returning Officer, Sector Officers and Counting Personnel must be given practical training. Training for polling personnel in assembly constituency should be conducted immediately after the second randomisation of the polling personnel. The training, which will be imparted by Master Trainers, should be videographed. Every officer should receive an opportunity to operate the EVM with VVPAT system and learn the process of recording the vote using VVPAT. Separate training should be given on counting of printed ballot slips from the VVPAT system and tallying the count of printed ballot slips with the count in the EVMs. **A copy of "VVPAT brochure" (Annexure V)**, should be given to all officers during training and be available at polling station on poll day.

2. Awareness about use of VVPAT:

A demonstration of VVPAT system, by engineers of manufacturers, should be organized by the Returning Officer (RO) for all candidates, political parties and for voters at suitable locations in the constituency. The poster **"How to cast Your Vote Using EVMs and VVPATs" (Annexure – VI)** on method of voting with VVPAT should be pasted at prominent places of the constituency and at places in each polling station in a manner that voters waiting in the queue are able to read the instructions. The DEO and RO should also organize programmes for awareness about use of EVMs with VVPAT on print media and local cable-network etc.

3. First Level Checking (FLC) of VVPAT system:

The Commission has already allocated VVPATs in your State and directed the manufacturer of EVM & VVPAT to depute senior engineers of the firm to supervise FLC, prepare a written protocol for testing of equipment, test every VVPAT with 200 votes with a separate roll, and no electronic repair of VVPAT is allowed in the field.

The FLC of VVPAT shall be done in the presence of representatives of the National and State parties. The representatives will also be asked to check the printed ballot slip in VVPAT through the screen for each vote cast. After the mock poll, the printed ballot slips of each VVPAT printer shall be first counted to compute the result, then tallied against the result of the CU and then shown to those present in the FLC. A spare EVM can be used for FLC of VVPAT, if the FLC of EVMs has already been completed. The whole process shall be videographed.

4. Preparation of EVMs and VVPAT system for Poll:

EVMs shall be prepared according to the instructions of the Commission on the preparation of EVMs for polls. The VVPAT system shall be prepared for poll in the following manner as mentioned in Rule 49B [4(c) (i) – (iii)] of the Conduct of Elections Rules, 1961:

- i) The VVPAT consists of VVPAT Status Display Unit (VSDU) and VVPAT Printer unit. A new battery power pack shall be connected to the VVPAT unit and shut the door of the battery compartment, but no sealing is required on battery compartment as the power pack can be replaced if low battery status is indicated on VSDU during the poll.
- ii) A fresh paper roll shall be installed in the printer unit by following the user manual for VVPAT.
- iii) Serial numbers, names of candidates and symbols allotted shall be loaded in VVPAT with the help of engineers. A test printout shall be checked with the ballot paper in Balloting Unit (BU).
- iv) Then one vote to each candidate will be given to check that the VVPAT is printing the paper slips accurately.
- v) Thereafter, switch off the CU and seal the latches of paper roll compartment using thread seals and address tags.
- vi) The units should be randomly allocated to polling stations and kept in the respective carrying case.

5. Polling Parties:

One extra polling official must be provided to handle the VVPAT unit while constituting polling parties, to handle VVPAT unit and also to watch VSDU continuously during poll process. The official will immediately inform the Presiding Officer of any error noticed in VSDU. At the time of dispersal of polling parties, two copies of the Trouble shooting instructions (Annexure-III) and List of additional items of polling materials (Annexure-IV) shall be handed over to the Presiding Officers. Adequate numbers of black paper envelopes and plastic boxes may also be procured for storing the paper ballot slips from the VVPAT.

6. Conduct of Mock Poll and sealing of EVMs and VVPATs in the Polling Stations:

During the mock poll, BU and VVPAT should be placed in the Voting Compartment, where a Polling Officer should be present alongwith polling agents to observe. The CU and VSDU should be placed on the table of the Presiding Officer/Polling Officer. This Polling Officer will keep a record of the votes cast.

After the mock poll, Presiding Officer will ascertain the result in the CU, count the ballot slips in the presence of the polling agents and confirm that the results tally for each candidate. All mock poll data in CU and ballot slips from VVPAT must be removed by the Presiding Officer and the drop box verified by the Polling Agents. The mock poll ballot slips shall be kept in an envelope made of thick black paper, sealed with the seal of the Presiding Officer. The Presiding Officer and polling agents must put their signatures on the envelope. The number and name of the polling station, number and name of Assembly Constituency, date of poll and the words “Printed paper slips of Mock Poll” shall be written on the envelope.

This envelope must be kept in the special plastic box for mock poll and sealed with a pink paper seal placed all around in such a manner that opening of the box will require breaking of the seal. The

number and name of the polling station, number and name of Assembly Constituency and the date of poll shall be written on the plastic box. The Presiding Officer and Polling Agents must put their signatures on the pink paper seal and keep the box along with other documents relating to elections. Thereafter, Presiding Officer will sign the Mock Poll Certificate (Annexure-I) and seal the CU. The drop box of VVPAT should be sealed with an address tag before the actual poll starts.

7. Action in case of certain contingencies during poll:

In case of contingencies, the officers shall refer to Annexure-III for solutions.

8. Counting of votes and printed ballot slips:

After announcement of result sheet entries, any candidate, their election agent or their counting agents may apply in writing to the RO to count the printed ballot slips in any or all polling stations. If such application is made, the RO shall pass a speaking order on whether the ballot slips should be counted. If the RO decides to allow the counting of the paper ballot slips of any or all polling stations, such decision of the RO must be recorded in writing along with the reasons thereof. The RO shall give due consideration to the following: a) Whether the total number of votes polled in that polling station is greater or lesser than the margin of votes between winning candidate and candidate making the application, (b) Whether EVM had a problem and was replaced at that polling station during poll, (c) Whether there was any complaint about VVPAT not printing or complaints by any voter under Rule 49MA in that polling station during the poll.

9. Procedure to count paper ballot slips:

If the RO decides to count the paper ballot slips, the following procedures shall be strictly followed:

- i) The VVPAT unit(s) of the respective polling station(s) should be brought to the Counting Table(s).
- ii) The address tag(s) of the drop box, after being crosschecked to ascertain the polling station, should be removed along with ballot paper slips from the drop box. The counting agents can ensure that no ballot slip is left in drop box.
- iii) If VVPAT unit was replaced during poll, all the VVPAT units used at that polling station should be brought to the counting table and printed paper slips taken out before beginning the counting of printed paper slips for that polling station.
- iv) If an uncut fully or partially printed ballot slip is connected to the paper roll and has not dropped in the drop box, the slip should not be torn or counted since vote is not recorded in the CU if the paper ballot slip is not cut.
- v) The drop box will also have slips of self-test report which should be kept with printed ballot slips as part of record. It can be identified as it does not have Sl. No., name or the symbol of any candidate and larger in length than ballot slips.
- vi) The ballot slips should be put in respective pigeon holes and prepared for counting in bundles of 25.
- vii) Ballot slips will be counted by the counting staff and the result announced loudly in the counting hall and shown to the counting agents.
- viii) If there is discrepancy between the count of votes displayed on the CU and the count of ballot slips, in respect of any polling station the result sheet of that polling station will be amended as per the printed paper slips count and the amendment should be announced by the RO.

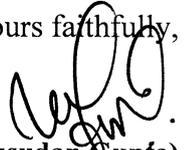
10. Sealing of Control Units and VVPAT units:

After the result is announced, the ballot slips will be taken out of the VVPAT printer unit, irrespective of whether the slips were counted or not, in the presence of the candidates/their authorised agents and videographed. The ballots slips will be stored in the following manner:

- i) The ballot slips shall be kept in a paper envelope made of thick black paper, sealed using red wax with the bilingual secret seal of the Commission provided to the RO and have the following written: name of election, number and name of assembly constituency, particulars of polling station, unique serial number of the Control Unit & VVPAT unit, date of poll and date of counting.
- ii) The envelope must be kept in the special plastic box and sealed with a pink paper seal in such a manner that opening the box would require breaking the seal. The RO shall put his signature on the pink paper seal and have the following written on the box: name of election, number and name of assembly constituency, particulars of polling station in respective boxes, unique serial number of the Control Unit & VVPAT unit, date of poll and date of counting.
- iii) The plastic boxes shall be kept with all the statutory documents relating to that election till the statutory time limit for filing an election petition is over or till the final disposal of the election petition by a competent Court. The boxes shall not be opened or destroyed without the permission of the Commission.
- iv) Once the printed paper ballot slips have been taken out, the VVPAT printers must be kept in a separate strong room. VVPAT printers should not be kept in the same strong room where EVMs are stored, so that even if any election petition is filed from the constituency, the VVPAT units can be taken out for use, if required, without opening the strong room having EVMs.
- v) It should be ensured that the thermal paper roll and battery power pack are taken out of the VVPAT before keeping the units in the strong room.

The above instructions shall be brought to the notice of all concerned.

Yours faithfully,



(Madhusudan Gupta)

Copy to: -

- (i) The Chairman-cum-Managing Director, Electronics Corporation of India Limited, Hyderabad, Andhra Pradesh.
- (ii) Zonal Sr. Principal Secretary/Secretary/Under Secretary.

Mock Poll Certificate

This is certified that I, Presiding Officer at the Polling Station No.....ofAssembly Constituency (or theAssembly segment underParliamentary Constituency) conducted the mock poll at AM today, the poll day i.e.(date), following scrupulously all the instructions issued by the Election Commission of India, using –

CU of Serial No. (as printed on back-side of the CU).....

BU of Serial No. (as printed on back-side of the BU).....

VVPAT Unit of Serial Number (if used).....

1. A total of votes were cast for each candidate and also for NOTA.
2. It was verified that the LED light was getting lit up against the correct candidate/NOTA button, when the button was pressed and beep sound was properly heard.
3. The candidate-wise detail of votes polled during mock-poll and result displayed, is as under:

S. No.	Name of the Candidate	Number of votes cast during mock poll	Number of votes displayed in CU on checking the result	Number of Printed Paper Slips, as per counting on checking mock poll result (if VVPAT used)	Votes Cast and Result displayed & Printed Paper Slip count (if VVPAT used) Tallied with each other (YES/NO)
	NOTA				
	Total				

4. **I have cleared the memory of the EVM and also removed the printed paper slips of VVPAT after the mock poll and verified that the memory has been cleared, by pressing the Total button and seeing the Total is shown as ‘0’.**
5. At the time of mock poll the following polling agents representing the candidates whose names mentioned against the names of such agents were present and I have obtained their signatures.
6. Poll Start Date and Time seen on the display of CU at the time of start of actual poll..... (To be filled in case of Post-2006 EVMs).

Sl.No. Name of Polling Agent Name of Party Name of candidate Signature of Polling Agent

- 1.
- 2.
- 3.
- 4.
- 5.

or

At the time scheduled for mock poll no polling agent was present/the agent of only one contesting candidate was present. After waiting for fifteen more minutes, I conducted the mock poll along with other polling staff atAM.

Signature of Micro-Observer (if posted at the polling station)

Date:

Time:

Name & Signature of the Presiding Officer

Polling Station No.....

Polling Station Name.....

General/Bye-Election to.....

Sl. No. and Name of Parliamentary/Assembly Constituency.....

No. and Name of Polling Station.....

FORM OF DECLARATION BY ELECTOR UNDER RULE 49MA OF CONDUCT OF ELECTIONS RULES, 1961

1. I hereby solemnly declare and affirm under sub-rule (1) of Rule 49 MA of the Conduct of Elections Rules 1961 that the paper slip generated by the printer attached to the Balloting Unit has shown the name and/or symbol of a candidate other than the candidate for whom I voted by pressing the concerned blue button against the name and symbol of the candidate of my choice on the Balloting Unit. I am ready to cast a test vote again to show that the allegation made by me is true and bonafide.

(2). I am aware of the penal provisions of Section 177 of the IPC that I shall be liable to be punished with imprisonment for a term which may extend to six months, or with fine which may extend to one thousand rupees, or with both, if the declaration given by me in para 1 above to the Presiding Officer appointed under Section 26 of the RP Act, 1951 is found to be incorrect.

Signature/Thumb impression of the Elector
Name of the Elector.....
Father/Mother/Husband's Name.....
Part No. of elector roll.....
Sl. No. of elector in that Part.....
Sl. No. in Register of Voters (Form 17A).....

Dated.....

Certified that the above declaration was made and subscribed by the elector above named before me.

Signature of the Presiding Officer
.....

Dated.....

**HANDLING OF CU-BU-VVPAT FAILURES/ERRORS DURING POLL
PREPARATION OF POLLING OFFICIALS FOR FAULT HANDLING-SUGGESTIONS**

Certain contingencies may arise during the polling process which may require certain actions. These are as follows: -

- a. **In case the CU or the BU does not work properly:** (i) Switch off the CU and don't switch it on again (ii) Replace the complete set of EVM and VVPAT by another set of BU, CU and VVPAT (iii) Continue the poll with the new EVM set.
- b. **In case Display Panel of the CU displays "Link Error":** (i) Check that the cable connections are proper by visual inspection (don't remove and reconnect the connectors); (ii) If "Link Error" still persists, replace the complete set of EVM and VVPAT.
- c. **In case the VVPAT Status Display Unit (VSDU) displays 'Error Code':** (i) Replace Battery; (ii) Switch off the CU and replace the Power Pack of VVPAT printer. *It should be ensured that in no case replacement of power pack is done without switching off the CU.*
- d. **In case the VSDU displays "Error Code – 2 Replace Printer" and the Presiding Officer has not pressed the BU enable button:** Switch off the CU and replace the defective VVPAT unit with the new VVPAT unit. *It shall be ensured that in no case replacement of VVPAT unit is done without switching off the Control Unit.*
- e. **In case the Presiding Officer has pressed BU enable Button and the Voter has pressed the Candidate Button of the Ballot Unit and complains that 'Paper Slip' has not been printed or the Paper Slip printed by the VVPAT unit has not been cut and hanging against the display window then:** (i) If the busy lamp of the CU is not glowing and no Message/Error is displayed on VSDU, the complaint should be considered as baseless and rejected; (ii) If busy lamp is glowing on the CU and no Message/Error is displayed on VSDU, the Voter shall be requested to go into the Voting Compartment once again and press the Candidate Button on BU of his choice; (iii) If busy lamp of the CU and VSDU are glowing and VSDU has no display message, please switch OFF the CU and replace the VVPAT unit. (iv) The last voter whose paper slip has not been printed by VVPAT or has not been cut should be allowed to cast his vote after the VVPAT unit has been replaced.

Please keep in mind that the vote is not recorded in the CU electronically unless the paper slip has been printed and cut by VVPAT. Therefore if VVPAT has not printed the paper slip, or the printed paper slip has not been cut, the last voter whose paper slip has not been printed by VVPAT or has not been cut should be allowed to cast his vote after the VVPAT unit has been replaced.

- f. **In case the printed paper slip has not been cut and is hanging from the paper roll:** Replace the Printer, but no effort should be made to make it fall into the drop box. It should be allowed to remain hanging, as it is not to be counted at the time of counting of the ballot slips. The details of such an occurrence should be clearly recorded in the Presiding Officers diary in the following format:
 - i. The date and time of the occurrence.
 - ii. The name of the voter and his serial number in part in the electoral roll who was allowed to cast his vote after replacement of VVPAT.
 - iii. Whether the voter cast his vote after replacement of VVPAT or went away without casting his vote.
 - iv. The Total number of votes cast before the occurrence.
- g. **In case a voter alleges after recording his vote that the printed paper slip generated by the printer has shown the name or symbol of a candidate other than the one he voted for:** Action should be taken as per provisions of Rule 49MA of the Conduct of Elections (Amendment) Rules, 2013:
 - (i) Obtain a declaration from the complainant in the Declaration Form (Annexure-II) under his/her signature/thumb impression; (ii) Proceed to the voting compartment along with the complainant and polling agents present in the polling station at that moment; (iii) The voter shall be asked to cast a test vote in favour of any candidate and make second entry related to that elector in the Form-17A; (iv) Observe carefully whether the Printer has printed the paper slip correctly; (v) If the complaint of the elector is found genuine, the Presiding Officer shall report the facts immediately to the RO and stop further polling at the station; (vi) If the complaint of the elector is found false, make a remark to that effect against the second entry relating to that elector in Form-17A mentioning the serial number and name of the candidate for whom such test vote has been recorded and obtain the signature or thumb impression against such remark. Further make necessary entries regarding such test vote in item 5 in Part-I of Form 17-C.

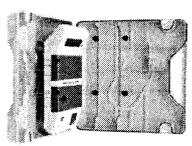
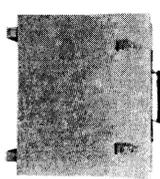
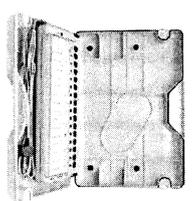
**CHECK LIST OF ADDITIONAL ITEMS OF POLLING MATERIALS TO BE
PROVIDED TO THE POLLING PARTY**

- | | | |
|---|---|-----------|
| 1. Voter Verifiable Paper Audit Trail (VVPAT) Printer Unit | : | 1 No. |
| 2. VVPAT Status Display Unit (VSDU) | : | 1 No. |
| 3. Carrying Case for the VVPAT system | : | 1 No. |
| 4. Envelope made of thick black paper
(For sealing printed paper slips of Mock Poll) | : | 2 Nos. |
| 5. Plastic Box for Black Paper Envelope Sealing | : | 1 No. |
| 6. Pink Paper Seal for sealing Plastic Box | : | 2 Nos. |
| 7. Form of declaration by elector under rule 49MA
of the Conduct of Elections Rules | : | 10 copies |
| 9. Operational Manual of VVPAT | : | 1 No. |

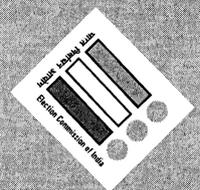
STEP 7

VPAT Packing Instructions before dispatch to strong room/counting center

1. Keep VPAT with its cable and VSDU with its cable in the VPAT carrying case.
2. Care should be taken while winding of VPAT and VSDU cables.
3. Seal the carrying case in the presence of Presiding Officer and polling agents:

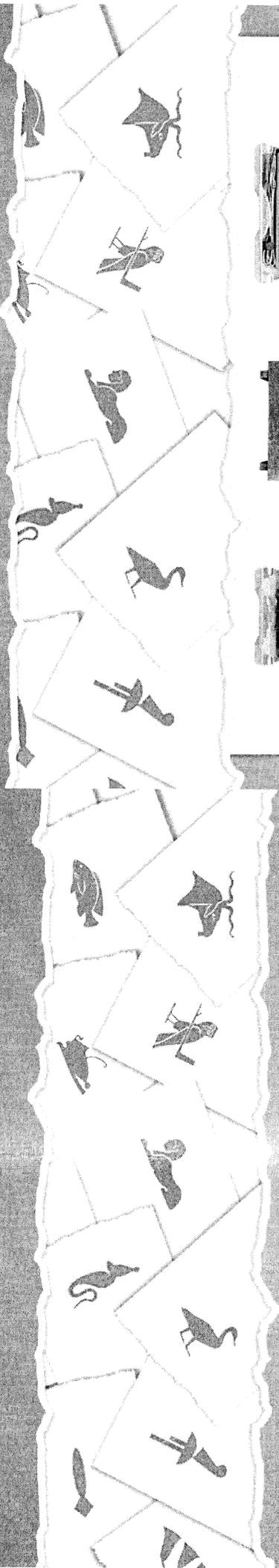


ELECTION COMMISSION OF INDIA



Election Commission of India
 Nirvachan Sadan, Ashoka Road, New Delhi-110001
 Tel.: +91-11-23717391-98, Fax: +91-11-23717341,2 www.ecdi.nic.in

**VOTER
 VERIFIABLE
 PAPER AUDIT TRAIL**



Voter Verifiable Paper Audit Trail (VPAT)

The VPAT enables the voter to physically verify the vote cast on the EVM. It consists of the Printer Unit to print the voter's selection and the VSDU (VPAT Status Display Unit) to display the error messages of VPAT during poll.

The VPAT prints the selection of the voter on a two inch long slip of paper called Ballot Slip. The ballot slip will display:

1. The serial number of the candidate
2. The name of the candidate
3. The corresponding symbol

The paper slip is displayed behind a transparent window for seven seconds before it is automatically cut and collected in the sealed Ballot compartment below. The VPAT battery and paper roll are designed for printing minimum 1500 Ballot slips for each election.

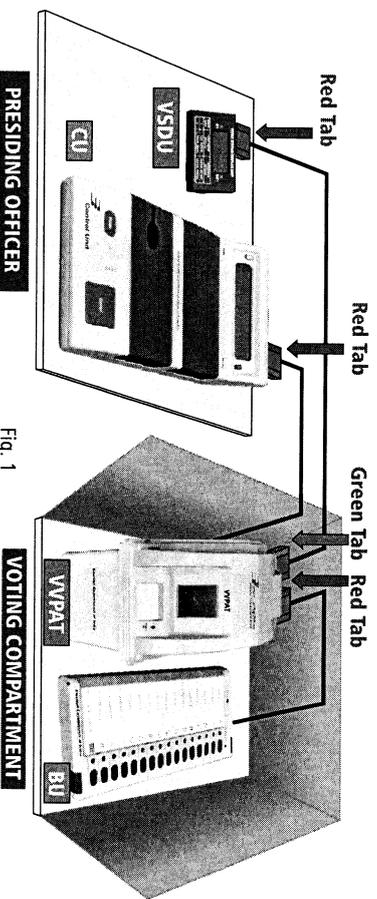


Fig. 1

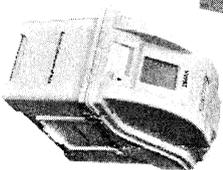
VVPAT Components

The VVPAT system consists of following accessories.

1 VVPAT UNIT

The VVPAT printer prints the ballot slips and collects them in a secure sealed box. The VVPAT comes with an attached cable which is used to connect to the CU.

Connector with Red/Black latch



2 VVPAT STATUS DISPLAY UNIT (VSDU)

VVPAT Status Display Unit (VSDU) is used to indicate the VVPAT system status to the Presiding officer. The VSDU displays **PRINTER ERRORS, LOW BATTERY** and also the suggested action to be taken.

Connector with Blue/Green latch



3 INTERCONNECTING CABLE TO VSDU

The Interconnecting Cable connects the VSDU to the VVPAT unit



VVPAT Unit with 5 meter cable (to connect to CU)



4 BATTERY PACK FOR VVPAT

A Battery Pack for running the VVPAT is inserted at the appropriate compartment in the VVPAT unit

Battery pack for the VVPAT unit

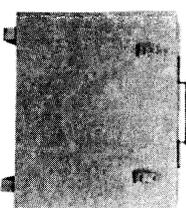


5 PAPER ROLL



Paper Roll for Printing of Ballots
Thermal Paper Roll

6 CARRY CASE



A Strong Case to carry the whole VVPAT system in a secure way
VVPAT Carrying Case

WPAT Operation

Commissioning of WPAT by Presiding Officer (PO)
at Polling Station on day of poll

STEP 1

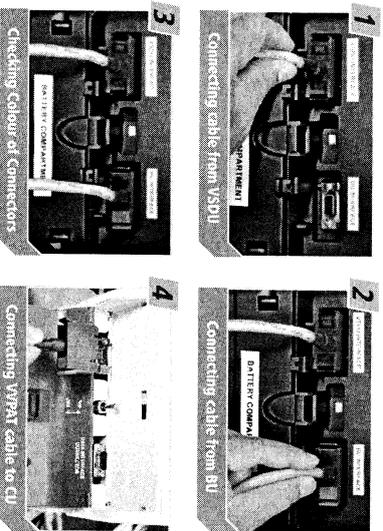
Preliminary Checks

1. At the polling station, remove the WPAT and VSDU with cables carefully from carrying case
2. Check for proper condition of the WPAT unit, VSDU unit, connecting cables and connectors
3. Sealing should be intact for paper roll compartment.
4. Check and ensure that the ballot compartment is empty. All paper slips or ballot slips should be removed from inside the compartment.

STEP 2

WPAT setup and connection with EVM System

- Place CU & VSDU and BU & WPAT as per (Fig. 1)
- Connect the WPAT unit with EVM system as per steps below
- Close cable compartments after connecting the cables



All connection of EVM & WPAT shall be done only in Power Off condition.

STEP 3

Mock Poll Procedure

To conduct a Mock Poll at polling booth follow the below process

SETUP

1. Power ON the CU.
2. ON lamp will glow on CU and WPAT.
3. WPAT prints Power ON Self Test (POST) slip. The POST slip is seen through the window and cuts and falls down.
4. In case of any error in the WPAT, corresponding error is printed in the POST slip. In case POST slip does not cut, replace WPAT with good one
5. Now the EVM – WPAT system is ready for voting process.

MOCK VOTING

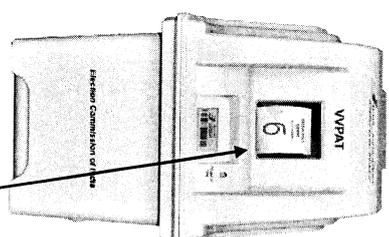
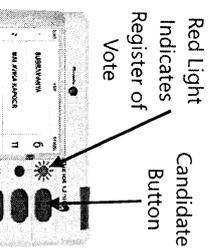
Follow the standard mock poll procedure for CU/BU as per the EVM instruction booklet.

1. The ballot process is initiated and each polling agent is allowed to vote for the candidate of choice.
2. WPAT prints the ballot slip containing the serial number of the candidate, name of the candidate and corresponding party symbol.
3. The printed slip is held for 7 seconds and then cut and subsequently falls into the ballot collection drop box.
4. Repeat this ballot process by voting for each contesting candidate and verify the correctness of the printed ballot slips.
5. Keep a careful manual record of the votes polled in respect of each candidate.
6. Press the CLOSE button on CU.



At least 50 votes should be cast during mock poll

Ballot Unit Ready for Voting



Voter Sees
Candidate Name, Number
& Symbol Printed

MOCK POLL VERIFICATION

1. Press the RESULT button on CU and manually record the result data displayed by CU.
2. Press the CLEAR button on CU and observe TOTAL should be zero in the CU.
3. Switch OFF the CU.
4. Open the ballot compartment door of the VVPAT and collect the VVPAT ballot slips.
5. Segregate these ballot slips as per the party symbol and record the result of the counted slips. Keep aside the POST slips(s).
6. Compare the VVPAT result data with the CU result data. Both must tally candidate wise.
7. After ensuring the correctness of the EVM-VVPAT system, remove the mock poll printed ballot slips and store separately.



Fill mock poll certificate carefully and correctly



Ensure that the ballot compartment is empty before actual poll.

STEP 4

Sealing of ballot slips compartment after mock poll

- The presiding officer should ensure that the ballot slips compartment of VVPAT is empty and does not contain any paper slips.
- The presiding Officer is required to seal the ballot slips compartment door in presence of polling agents. Sealing procedure is same as followed for the CU.

STEP 5

Actual Poll Procedure

After ensuring that all seals are in proper condition and that the CU, VSDU, BU and VVPAT are placed as in Fig 1, power ON the CU.

- The presiding officer should ensure that the VVPAT should be in ON condition by checking the power ON LED.
- Continue the actual polling as per the standard procedure in the case of EVM.
- Polling officer shall be monitoring the Status of VVPAT through the VSDU messages.
- If the VVPAT stops printing and shows error in the VSDU the VVPAT Unit should be replaced by another VVPAT Unit. The voter should be asked to vote again on the replaced system.



In the event of any failure in the VVPAT the unit should be replaced with a good one.



In case of 'LOW BATTERY' indication by VSDU the battery Should be replaced by a new one.

STEP 6

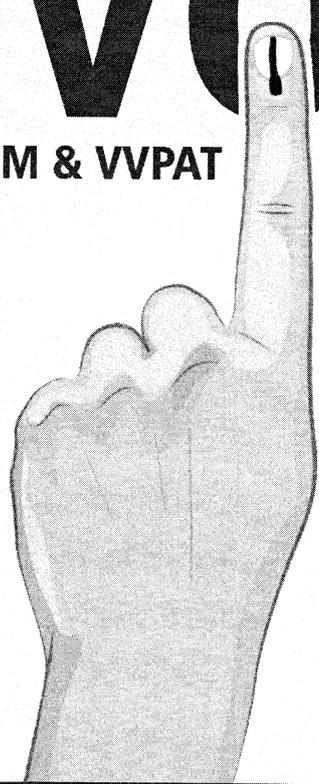
Closing of Poll Procedure

After completion of actual poll take the following steps

1. Press the close button on CU.
2. Switch OFF the CU.
3. Disconnect the VVPAT cable connected to CU.
4. Disconnect the VSDU cable connected to VVPAT
5. Disconnect the BU cable connected to VVPAT.



HOW TO CAST YOUR VOTE



1

ENTER THE BOOTH

The Presiding Officer will enable the ballot Unit while you enter the polling compartment.

USING EVM & VVPAT

3

SEE THE LIGHT

The red light against the name /symbol of candidate chosen will glow

2

CAST YOUR VOTE

Press the Blue Button on the Ballot Unit against the name /symbol of candidate of your choice.

4

SEE THE PRINT

The Printer will print a ballot slip containing Serial Number, Name and Symbol of the chosen Candidate as shown.

See the print through the glass, as the printout will not be given to you

This ballot slip will be visible for seven seconds after which it will be cut and dropped in the printer's drop box and a beep will be heard.

NOTE!

If you do not see the ballot slip and hear the loud beep please contact the Presiding officer.