

# *Electronically Transmitted Postal Ballot System*

- ❖ **Electronically Transmitted Postal Ballot System (ETPBS)** – developed by **Election Commission of India (ECI)** with the help of **Centre for Development of Advanced Computing (C-DAC)**
- ❖ The developed System is implemented inline with the existing Postal Ballot System.
- ❖ Postal Ballot will be transmitted through Electronic Means to the voters
- ❖ It enables the voters to cast their vote on an electronically received postal ballot from their preferred location, which is outside their originally assigned voting constituency.
- ❖ This system would be an easier option of facilitating voting by the electors as the time constraint for dispatch of postal ballot has been addressed using this system.

## Class of electors who would be eligible for Electronically Transmitted Postal Ballot System

*Service Voters,  
other than those who opt for proxy voting  
(Classified Service Voters)*

❖ *The wives of persons referred to in clauses  
(i)*

❖ *Overseas Electors*

## Elaboration of the Entitlements

- ❖ **“Service Voter”** means any person mentioned in section 20(8) of the RP Act 1950 and clause (a) of Section 60 of the Representation of the People Act, 1951 i.e. (a) members of the armed forces of the Union, (b) members of a force to which the provisions of Army Act, 1950 (46 of 1950) have been made applicable whether with or without modifications (c) members of an armed police force of a State who are serving outside that State, and (d) persons who are employed under the Government of India in a post outside India (e.g. Ambassadors of India abroad, their staff etc.). Their names are registered in the last part of the electoral roll. Service voters who have opted for proxy voting are called Classified Service Voters. The wife of a service voter who ordinarily resides with him is also given the same facility of Postal Ballot as to the service voters.
- ❖ **“Overseas Elector”** means a voter who is stationed outside of the country.

However it is clarified –

- ❖ Under sub-section (6) of Section 20 of the Representation of the People Act, 1950, the word “wife” means wife and should not be taken to include the husband of a lady service voter.

## 1. Registration System - (Electoral Roll Management System (ERMS))

- Member of the Armed Forces – **Form 2**
- Member of the Armed police force of a State, who is serving outside that State – **Form 2A**
- Person employed under the Government of India in a post outside India – **Form 3**
- Overseas Elector (NRI) – **Form 6A,**
- **Verification of the electors by Election Commission of India**

## 2. Opt. to Vote by Electronically Transmitted Postal Ballot System

- Choice will be given by the elector for a particular election

3. Download Postal Ballot - (Electronically Transmitted Postal Ballot System )

4. Dispatch Postal Ballot - (Voter)

5. Receipt of marked Postal Ballot and Pre-Counting Process - (Electronically Transmitted Postal Ballot System )

## Contents of Electronically Transmitted Postal Ballot System

Electronically Transmitted Postal Ballot System for entitled voters shall be uniform across all categories.

It shall be transmitted in electronic data format to the entitled voter on a real-time basis.

The process of delivery shall incorporate a mechanism to authenticate the voter using electronic means.

The Postal Ballot transmission shall include the following documents in a single electronic transmission.

- ❖ **List of Content Page**
- ❖ **Postal Ballot Paper**
- ❖ **Form 13-A - Declaration by Elector**
- ❖ **Form 13-B - Cover A (Inner Envelope)**
- ❖ **FORM 13-C - Cover B (Outer Envelope)**
- ❖ **Form 13-D - Instructions for the Guidance of Elector**

✓ ***Designed to print on two sided or single sided printers.***

**[Sample Downloadable Electronically Transmitted Postal Ballot System](#)**

## Issue of Postal Ballot by Returning Officer

- ❖ Postal ballot for entitled voters shall be uniform across all categories.
- ❖ The Returning Officer will login to the system by entering his credentials and thereby authenticating himself by providing the OTP received on his registered mobile number.
- ❖ Postal Ballot shall be prepared by the RO for his constituency and uploaded using the Electronically Transmitted Postal Ballot System.
- ❖ It shall be transmitted in electronic data format to the entitled voter of the particular constituency on a real-time basis.
- ❖ The Returning Officer will be generating the PIN and the password protected Electronically Transmitted Postal Ballot for the Service Voters associated to his constituency.
- ❖ This service voter electoral roll data having association between the Service Voters, Unit Offices and Record Offices will be utilized for the Electronic Transmission Of The Postal Ballot to the Service Voters.

## “Download of Postal Ballot” and “Transmitting of Password” for the Service Voter

- ❖ The Designated Officer will login to the system by entering his credentials and thereby authenticating himself by providing the OTP received on his registered mobile number.
- ❖ The **Unit Officer** will be able to download the Postal Ballots on behalf of all the associated service voters, in bulk. These downloaded ballots will be password protected.
- ❖ The downloaded Postal Ballot can now be e-transmitted/hand-delivered using their secured network/infrastructure to the individual service voters.
- ❖ The PIN will be transmitted/dispatched to the individual service voters by the **Record Officer** to ensure that the downloaded Postal Ballot is opened by the concerned service voter only.
- ❖ Multimedia based training packages related to the functioning and usage of the Postal Ballots is provided to the voters well before the announcement of the elections.

Returning  
Officer

- Generate PIN
- Generate password protected ETPB

Record  
Officer

- PIN will be e-transmitted/dispatched to the individual Service Voters using their secure network/infrastructure

Unit Officer

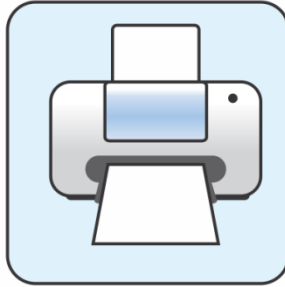
- Download the Postal Ballots on behalf of all the associated Service Voters, in bulk. These downloaded ballots will be password protected
- e-transmit/hand deliver to the concerned service voter associated with him

## Marking of Vote and dispatch of marked Postal Ballot by Service Voter

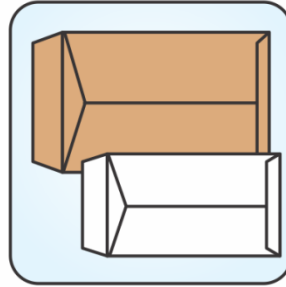
The Service Voter will:

- ❖ *Mark Vote on printed Postal Ballot Paper*
- ❖ *Sign the Form “Declaration by the Elector”*
- ❖ *Place the Vote (Marked Postal Ballot Paper) in Envelope-A and seal it*
- ❖ *Place the declaration form and Envelope-A in Envelope-B and seal it*
- ❖ *Post/Dispatch this Envelope-B to the respective RO*

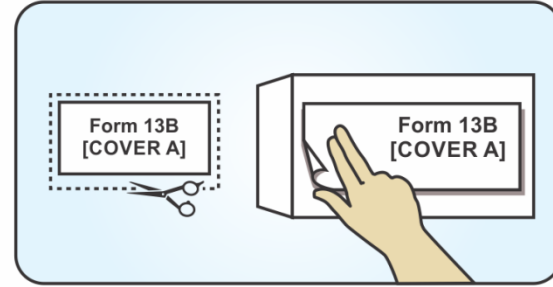
# INFOGRAPHIC - Process to be followed by Service Voter



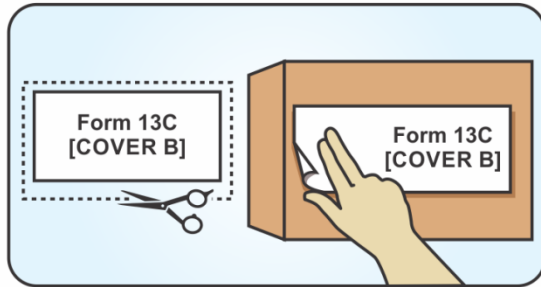
Download and Print pages as per the "List of contents"



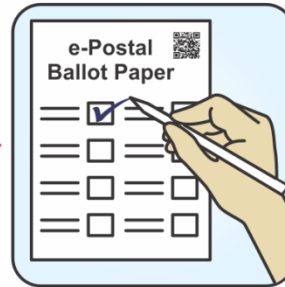
Obtain one small and one big envelope



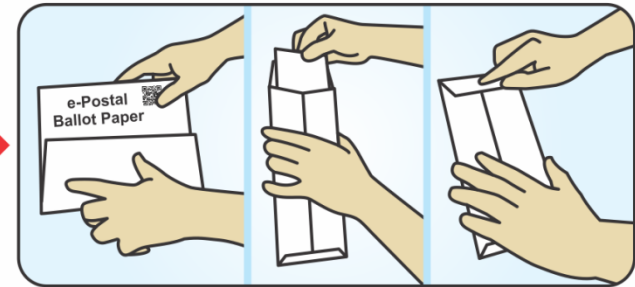
Cut and paste "Form 13-B-Cover A" label on small envelope



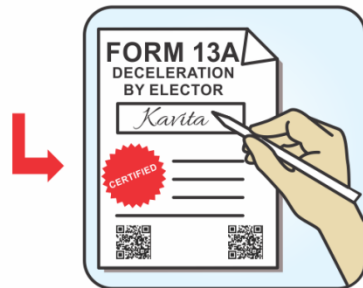
Cut and paste "Form 13-C-Cover B" label on big envelope



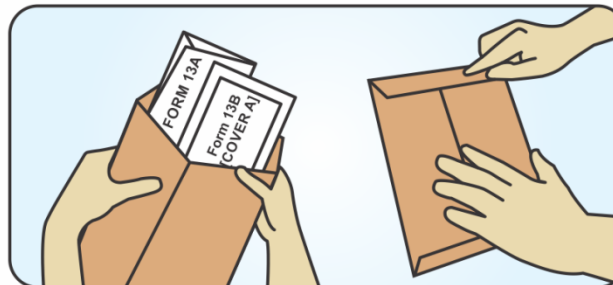
Mark your vote on the e-Postal Ballot Paper



Fold and insert the e-Postal Ballot Paper inside the Small envelope and seal it



Complete and sign Form 13A-Deceleration by Elector



Put both the sealed small envelope and Form 13A Deceleration by Elector into bigger envelope and seal



Dispatch / send by Post

The pre counting process involves the verification of the following:

- ***Form 13-C - Cover B (Outer Envelope)***
- ***Form 13-A - Declaration by Elector***
- ***Form 13-B - Cover A (Inner Envelope)***
- ***Postal Ballot Paper***

Optically machine readable code will be scanned on the Outer Envelope and necessary validity checks will be performed.

After verification of the outer envelope, a *unique serial number* will be recorded in the database against the code on outer envelope (Cover B) and the same will be written on the Cover B.

If another envelope with the same credentials/serial number is found, then the serial number of the older envelope will be displayed to the RO for duplicate envelopes. *This will help in locating the duplicate envelopes physically.*

On opening the outer envelope, two documents are required to be found inside.

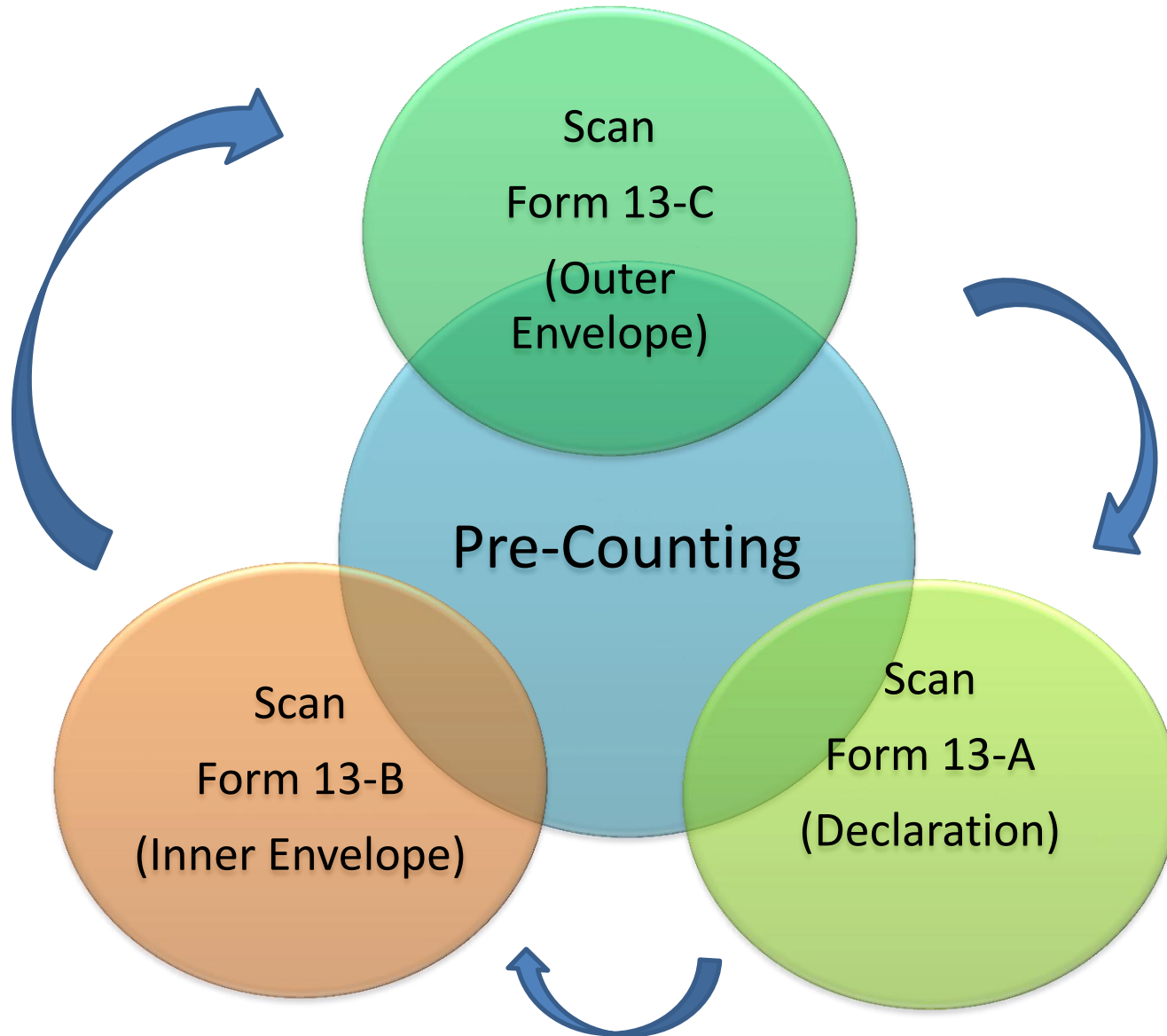
- ***The declaration by the voter and***
- ***Inner envelope containing the Postal Ballot Paper.***

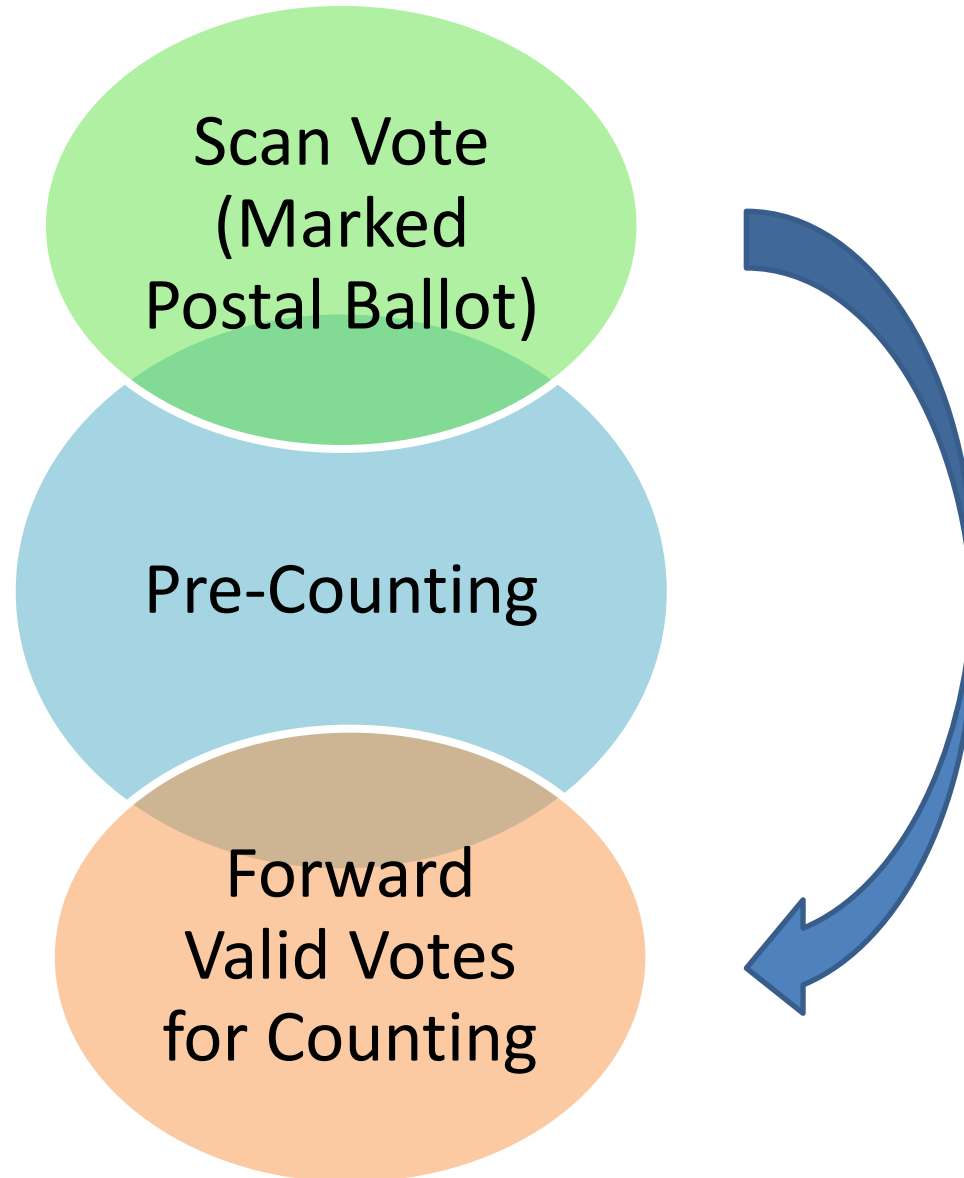
As each cover is opened, RO will take out the declaration and the inner envelope, scan, verify and then scrutinize the declaration.

Before opening the inner envelope containing the marked postal ballot paper, the Returning Officer will check the declaration.

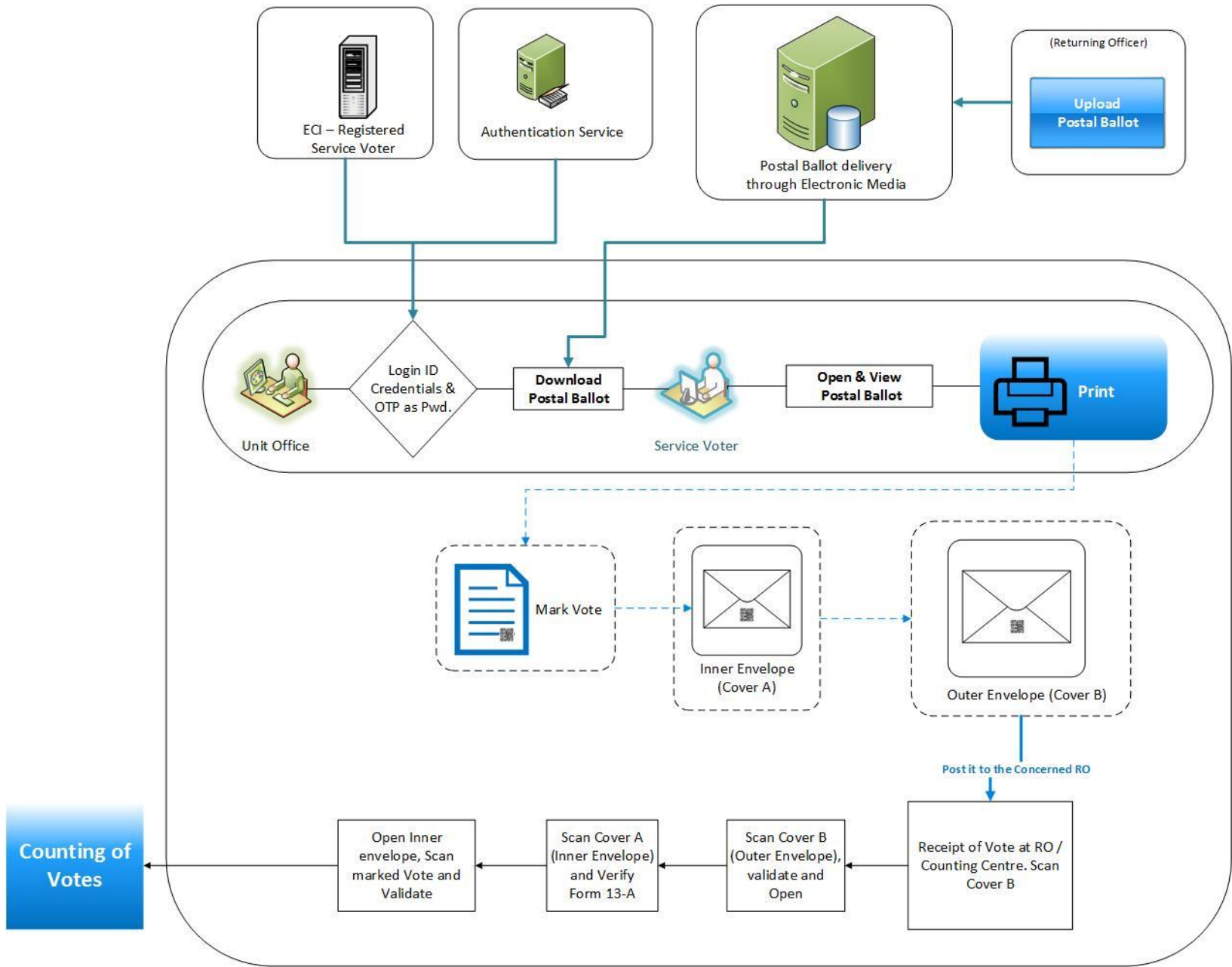
Thereafter the inner envelope will be verified and opened one after another. Then the marked Postal Paper will be taken out, verified and validity of the Postal Ballot Papers scrutinized and decisions arrived at.

***The valid Postal Ballot Paper will then be forwarded for COUNTING.***





# Flow of the Electronically Transmitted Postal Ballot System: **Service Voter**



## Observations:

- ❖ It was observed that the Service Voters did receive the ETPB in shortest possible time and were able to return them too in time after casting their vote.
- ❖ All the details for verifying the electoral roll data pertaining to the Service Voter should be addressed/explored for the sustained and successful implementation of ETPBS in future elections
- ❖ The electoral roll data having the matrix of association between the Service Voters, Unit Offices and their respective Record Offices should be distinctly established for the smooth and easy transmission of the ETPB and its PIN to the specified recipients respectively.
- ❖ The system will require the mobile no., email id and the correct postal address of the Record Officer, Unit Officer & the individual Service Voters to enable them for the receiving/downloading of the ETPB and its associated PIN. This aspect is very important to ensure the success of ETPBS. So provision should be made to capture this in database.

- ❖ On the announcement of the elections, the verified Returning Officer's login credentials, address, mobile no. and other relevant details should be updated in the system.
- ❖ RO should be provided the dashboard to check the details & rectify the errors, if any.
- ❖ RO should not be able to update the RO credentials & his mobile number, if any discrepancy is noticed. He should be able to only report this to the concerned authorities, so that the necessary action can be initiated.
- ❖ Dashboard for the CEO should be provided for the monitoring/tracking the status of the ETPB.

- ❖ RO should ensure that the Standard Operating Procedure (SOP) for the scanning of the QR code of the received votes should be adhered to.
- ❖ RO should ensure to mark the Serial Numbers as prompted by the ETPBS, so as to easily identify the multiple/duplicate received envelopes/declaration/votes.
- ❖ He should ensure the scanning angle/height of the QR codes, background conditions etc. He should also follow the SOP for the scanning of the distorted and illegible QR codes. (for manual entry)
- ❖ RO should use the particular scanning equipment - QR Code scanners, as mentioned in the SOP. This will help ensure the reliability/ trustworthiness of the scanning results.
- ❖ There should be a provision to do the mock scanning of the test ETPB by the RO before the actual counting starts on the counting day.



भारत निर्वाचन आयोग  
Election Commission of India

**POSTAL BALLOT**  
*delivery through Electronic Media*



 Overseas Elector

 Service Voter

 ECI Official

Animated View - Print & Mark Vote

## Messages & Alerts

- ▶ ECI Launches R-Vote for NRI & Service Voters
- ▶ Search your name by EPIC No.
- ▶ Know the election schedule of yours constituency
- ▶ Special Summary Revision 2016
- ▶ Message from the Chief Election Commissioner on the 5th National Voters' Day



Dias members during playing of National Song  
- National Voters Day

## Important Dates

- ▶ Bye-election to the Council of States from Jharkhand.
- ▶ Biennial Election to the Bihar Legislative Council from Local Authorities' Constituencies.
- ▶ Rescinding of announcement for bye-election from 130-Palghar(ST) Assembly of Maharashtra-Regarding
- ▶ Biennial Election to the Andhra Pradesh Legislative

# Login Screen for the Central Admin Officer (CAdmin)



भारत निर्वाचन आयोग  
Election Commission of India

Home

POSTAL BALLOT

delivery through Electronic Media



## Election Data Management - Sign In

ECI Official - Please enter your credential

Submit

Reset

## Messages & Alerts

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Calling on Hon'ble President of India

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- ▶ Biennial Election to the Andhra Pradesh Legislative Council from Local Authorities Constituencies.

# “Activate RO Operations” by the Central Admin Officer (CAdmin)



भारत निर्वाचन आयोग  
Election Commission of India

POSTAL BALLOT  
delivery through Electronic Media

Welcome Sanjay Kumar

Log off

Activate RO Operations

Upload Templates

Report

Enter the description of the relevant election to activate the "Add" button

Description of the election: \* [ Note: All fields are mandatory ]

Select Legend

Select Election For

Election Year



Add

The following is the current election:

Bye 2016 - Election to the Legislative Assembly for (17) Nellithope, Puducherry(U07)

RO Operations Activated

# Login Screen for the Returning Officer (RO)



Home



## Election Data Management - Sign In

ECI Official - Please enter your credential

Submit Reset

## Messages & Alerts

- ▶ ECI Launches R-Vote for NRI & Service Voters
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# Election Details Screen for the Returning Officer (RO)



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Election Commission of India

POSTAL BALLOT  
delivery through Electronic Media

Welcome Mr. RO Nellithope

Log off

Election Details

View and Approve e-Postal Ballot

Generate e-PB PINS

Pre-Counting

Report

View Election Details »

State → Puducherry (U07)

Constituency Type → Assembly Constituency

Constituency Name → Nellithope (17)

Description of the election

Bye 2016 - Election to the Legislative Assembly of Puducherry for (17) Nellithope (U07)

Start date and time for downloading e-Postal Ballot

07-Nov-2016 05:00:00 PM

Indian Standard Time (IST)

End date and time for downloading e-Postal Ballot

19-Nov-2016 06:00:00 PM

Indian Standard Time (IST)

Date of the Poll

19-Nov-2016

Cutoff date and time for the receipt of the marked e-Postal Ballot at the office of Returning Officer (RO)

22-Nov-2016 08:00:00 AM

Indian Standard Time (IST)

Returning Officer's (RO) Address

The Returning Officer,  
Special Deputy Collector,  
nellithope, Puducherry,  
India

e-Postal Ballot Paper is approved.



## Service Voter - Sign In

Unit Officer - Please enter your credential

Submit

Reset

## Messages & Alerts

- ▶ ECI Launches R-Vote for NRI & Service Voters
- ▶ Search your name by EPIC No.
- ▶ Know the election schedule of yours constituency
- ▶ Special Summary Revision 2016
- ▶ Message from the Chief Election Commissioner on the 5th National Voters' Day



Calling on Hon'ble President of India

## Important Dates

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- ▶ Biennial Election to the Andhra Pradesh Legislative



Download e-Postal Ballot / Download Postal Ballot PIN

Instructions

Messages & Alerts

Download e-Postal Ballot / Download Postal Ballot PIN

AC - Total number of voters: 1



Download printable copy of e-Postal Ballot



Download Postal Ballot PIN

PC - Total number of voters: Not Applicable



Download printable copy of e-Postal Ballot



Download Postal Ballot PIN

Total number of parliamentary constituencies where e-PB PIN is yet to be generated - Not Applicable

- ▶ Bye-election to the Council of States from Jharkhand.
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- ▶ Rescinding of announcement for bye-election from 130-Palghar(ST) Assembly of Maharashtra-Regarding
- ▶ Biennial Election to the Andhra Pradesh Legislative Council from Local Authorities Constituencies.
- ▶ Election to the Andhra Pradesh Legislative Council by the Members of the Legislative Assembly to fill regular vacancies of three Members and a bye-election to fill the casual vacancy in the Andhra Pradesh Legislative council, by the members of the Legislative Assembly
- ▶ Biennial Elections to the Legislative Councils of Maharashtra From Local Authorities' Constituencies
- ▶ Schedule of Revision of Electoral Roll for

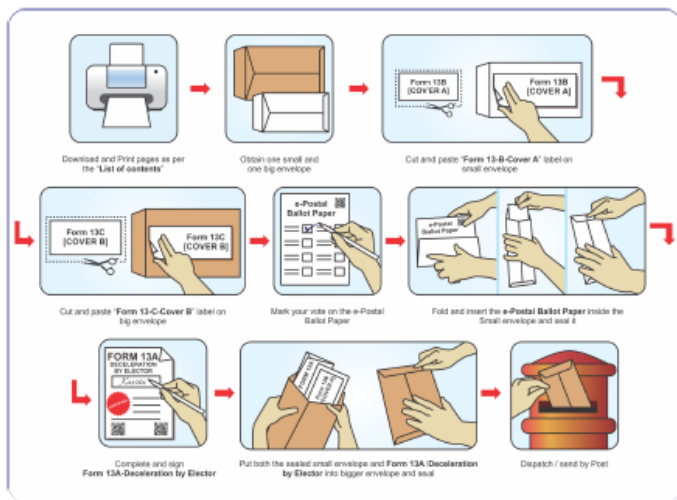
# View of the downloaded Electronically Transmitted Postal Ballot

## Postal Ballot delivered through Electronic Media

### List of Contents (Total Pages - 12)

- i. List of Contents Page - 2 No. of Pages (Not to be sent back)
- ii. e-Postal Ballot Paper - 2 No. of Pages (To be sent back)
- iii. Form 13-A-Declaration by Elector - 2 No. of Pages (To be sent back)
- iv. Form 13-B-Cover A, Inner Envelope - 2 No. of Pages (To be cut and pasted on inner envelope)
- v. Form 13-C-Cover B, Outer Envelope - 2 No. of Pages (To be cut and pasted on outer envelope)
- vi. Form 13-D-Instructions for the Guidance of Elector - 2 No. of Pages (Not to be sent back)

Note: The e-Postal Ballot document is designed to be printed on two-sided or single-sided printer  
If printed on a single sided printer then the BLANK PAGES having content "THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK" is not to be sent back.



List of Contents Page - Page 1 of 2

e-PBID: 4EDB2 22293 50BC5 DFE15 D02DC 50524 3B24B BAD8D



17 Nellithope AC/2016 Bye  
e-POSTAL BALLOT PAPER

शहशाह सिंह (समाज कल्याण पार्टी)	Photograph	कन्हैया सिंह (निर्दलीय)	Photograph
Sahenshah Singh (Samaj Kalyan Party)	Photograph	Kanhiya Singh (Independent)	Photograph
राम अनिल कुमार (जनसधारण पार्टी)	Photograph	आमोद खटीक (निर्दलीय)	Photograph
Ram Anil Kumar (Jan Sdharan Party)	Photograph	Amod Khatik (Independent)	Photograph
कविता कुमारी (डेमोक्रेटिक किसान पार्टी)	Photograph	गज नंद चौरसिया (निर्दलीय)	Photograph
Kavita Kumari (Democratic Kisan Party)	Photograph	Gaja Nand Chaurasia (Independent)	Photograph
डॉ तरुण सिंह (लोक विकास पार्टी)	Photograph	राजीव भट्ट महाजन (निर्दलीय)	Photograph
Dr. Tarun Singh (Lok Vikas Party)	Photograph	Rajiv Bhat Mahajan (Independent)	Photograph
सुरेंद्र कुमार सिंह (जय वायु पार्टी)	Photograph	दुर्गा प्रसाद पासवान (निर्दलीय)	Photograph
Surender Kumar Singh (Jai Vayu Party)	Photograph	Durga Prasad Paswan (Independent)	Photograph
शेर सिंह (सेक्युलर पार्टी)	Photograph	सिद्धीका खान (निर्दलीय)	Photograph
Sher Singh (Secular Party)	Photograph	Sudiqi Khan (Independent)	Photograph
राम प्रसाद लाल (जय हो पार्टी)	Photograph	शेर सिंह शौकीन (निर्दलीय)	Photograph
Ram Prasad Lal (Jai Ho Party)	Photograph	Sher Singh Shokeen (Independent)	Photograph
वेद प्रकाश सिन्हा (निर्दलीय)	Photograph	उपरोक्त मे से कोई भी नहीं	Photograph
Ved Prakash Sinha (Independent)	Photograph	None of the above	Photograph



THANK YOU