

भारत निर्वाचन आयोग
ELECTION COMMISSION OF INDIA

TEL: 011-23052246
Fax 011-23052001
Website: www.eci.gov.in

निर्वाचन सदन,
अशोक रोड, नई दिल्ली-110001.
Nirvachan Sadan,
Ashoka Road, New Delhi-110001.
Dated: 04th May, 2019

464/L&O/2019/EPS

To

The Chief Electoral Officers of,
All the States/Union Territories.

Subject: General Election to Lok Sabha, 2019 – Safe Custody of Voting
Machines and other documents **after Poll** – regarding.

Madam/Sir,

The Election Commission of India has announced General Election to Lok Sabha, 2019 and Legislative Assemblies of Andhra Pradesh, Arunachal Pradesh, Odisha and Sikkim. I am directed to invite reference to Para 13.55.3 of the Returning Officer's Handbook – 2019 on the subject cited. In this regard, the Commission has directed to reiterate the following instructions of strict compliance:-

1. Separate space in the form of square/rectangular boxes should be marked for each polling station. The ballot unit(s), control unit(s) and VVPAT(s) used for poll received from one polling station must invariably be kept together at one place in the earmarked box for that polling station. One copy of the Form-17 C for the polling station, as filled by the concerned Presiding Officer of each polling station should be taped and attached to the control unit alongwith plastic box containing VVPAT slips pertaining to mock poll pertaining to the polling station. Sealed envelope containing the declarations made by the Presiding Officers before the start of the poll and at the end of the poll should also be kept in the strong room with polled EVMs. If it is not possible to store polled EVMs and VVPATs (including defective polled) in a single strong room (AC/AS wise), they may follow the protocol specified in the Commission's instructions No. 51/8/6/2019-EMPS, dated 12.03.2019(copy enclosed).

2. The duplicate copy of the account of votes recorded (Form 17C) should be kept under Returning Officer's custody along with the Presiding Officer's Diary and other records like Register of Voters (17A), reports of Sector/Zonal Magistrates, additional inputs provided by the Presiding Officer as per ECI instructions on various points etc. Under no circumstance, these papers/records should be put in strong room where polled EVMs are kept.

3. It is further directed that aforementioned papers mentioned in para 2 should be kept in a separate strong room in the same premises, which shall have a double lock system, with one key to be kept with strong room in charge and the other key with an officer not below the rank of ADM. A separate Log Book shall also be maintained and in the event of opening the strong room, entry should be made about date, time duration and name(s) of person(s), purpose for opening the strong room. The other protocol for opening strong rooms such as prior intimation to contesting candidates, videography of the activity in the strong rooms, including opening and re-sealing etc. should be scrupulously followed.

Yours faithfully,



(Sumit Mukherjee)
Principal Secretary