



3-TIER PANCHAYAT ELECTIONS: 2022

Training of Election Officers:

SESSION: 2

Date: 08-02-2022

District Administration, Kalahandi

AGENDA

- ✓ Appointment of Polling Personnel & their movement
- ✓ To do list:
 - Ballot papers
 - Statutory form filling practice
 - Ballot Box- Opening, sealing, covering with cloth with address tag
 - Presiding officer diary
- ✓ Challenged Vote & tendered vote
- ✓ Closure of Poll
- ✓ Deposit & carry over of materials.
- ✓ Suspension & initiation of department proceeding against Polling Personnel.
- ✓ Test & doubt clearing.

Appointment of Polling personnel & their movement

- ✓ The polling party comprises of one presiding officer & two polling officers
- ✓ Letter of appointment must be carried (sample attached)
- ✓ 1st Batch of Polling personnel will conduct polling on 16th & 18th Feb. 2022 & they will be relieved on 18th Feb. 2022 after depositing material & obtaining clearance certificate from the concerned BDO-cum-Election officer.
- ✓ 2nd Batch of Polling Personnel will conduct polling on 20th, 22nd & 24th Feb. 2022 and they will be relieved on 24th Feb. 2022 after getting clearance from concerned BDO-cum-Election officer.

Dt. 16.02.2022	Dt. 18.02.2022
Golamunda	Narla
Junagarh	M.Rampur Karlamura

Dt. 20.02.2022	Dt. 22.02.2022	Dt. 24.02.2022
Dharamgarh	Lanjigarh	Kesinga
Koksara		Th. Rampur
Koksara	Bhawanipatna	Kalampur
Jaipatna		

Appointment Order of Polling Personnel

ORDER OF APPOINTMENT OF PRESIDING OFFICERS / POLLING OFFICERS FOR THE GENERAL ELECTION TO 3 TIER PANCHAYATI RAJ INSTITUTIONS (PRESCRIBED BY THE STATE ELECTION COMMISSION)

In pursuance of Rules 2(d),2(g) and 2(i) of Odisha Gram Panchayat Election Rules,1965;Rule 2(e),2(k) and 2(m) of Odisha Panchayat Samit Election Rules,1991 and Rule 2(f),2(m) and 2(o) of Odisha Zilla Parishad Election Rules,1994,the officer mentioned in column 3 of the table below ,is appointed as Presiding Officer and the officials mentioned in column 4 are appointed as Polling Officer(s) for conduct of General Election to 3-tier Panchayati Raj Institutions 2022.The Polling Officer mentioned at Sl.1 of column 4 would perform the function of Presiding Officer in the later's temporary absence from the booth. You are directed to attend training session to be organize as per schedule mentioned below.

TABLE

Party No	Particulars of Ward/Constituency	Name and Designation of the Presiding Officer	Name and Designation of the Other Polling Officers	Remarks
1	2	3	4	5
136GP.....Ward(s)	PRAKASH KUMAR KHAMARI ASST. TEACHER O/o BEO,JAIPATNA-2	BENU GOPAL BHOI ASST. TEACHER O/o BEO,JAIPATNA-4	If required,2nd polling officer may be deployed by the concerned BDO-cum-Election Officer and existing 2nd polling officer shall be treated as 3rd polling officer,where voters are more
Phase 1:Junagarh Phase 2:M.RampurP.S.....Constituency	EmpId:21155724 Mobile:9938386826 PRESIDING OFFICER	EmpId:21155796 Mobile:9078955475 1ST POLLING OFFICER	
Z.P.....Constituency (es)			
N.B			GOBINDA CHANDA JANI PEON O/o ADDITIONAL CHIEF ENGINEER WESTERN IRRIGATION CIRCLE,BHAWANIPATNA	
Date of Poll for Junagarh:16/02/2022 Date of Poll for M.Rampur:18/02/2022			EmpId:21159176 Mobile:8144371568 2ND POLLING OFFICER	
The polling party must report duty on 15/02/2022 and 17/02/2022 at Block Junagarh and M.Rampur at 05.00AM				
B.D.O concerned will assign Booth No to the polling parties.				
The poll will be taken on date 16/02/2022 and 18/02/2022 between 07 A.M hours to 01 P.M hours.				
The Presiding Officer to collect the polling materials from the concerned BDO-cum-Election Officer on previous day of the poll by 8.00 A.M or after handing of materials of previous block and after the poll,those to be returned at the receiving centre and proceed to next phase of Election.				
The training for presiding officer will be held on Date 05/02/2022 at 09.30AM at Govt. SSD Higher Secondary School, Khaliabhata The training for 1st polling officer will be held on Date 05/02/2022 at 09.30AM at Govt. SSD Higher Secondary School, Khaliabhata				

Place:KALAHANDI

Date:31/01/2022

To do List

Pre-dispersal

- ✓ Sector officer will visit all polling booths under their jurisdiction & ensure all logistics arrangements by prior to 2 days of arriving of polling personnel.

Pre-Poll Day and Dispersal Centre.

- ✓ All polling personnel must report at **05 AM** on the day before poll at the dispersal centre.
- ✓ They will check & meet their own polling party members at the dispersal centre and check the booth allotment.
- ✓ Then the entire Polling party will go to attendance centre to register their presence. (Mike announcement of absence of polling parties)
- ✓ Then they will go to the dispersal centre meant for them. While receiving materials all Covid protocols will be followed.

Different counters of dispersal center shall be situated at least **6 feet** distance.

Materials to be handed over to the Presiding Officer at dispersal center.

- ✓ One Big size Ballot Box
- ✓ One Metal Trunk
- ✓ Indelible Ink- 02 Phials (Bottles)
- ✓ Distinguishing mark Seal for Polling booth to be stamped on the back of the Ballot Paper- 01 No.
- ✓ Metal Seal for use by Presiding Officer for sealing of Ballot Box/ Envelopes etc.
- ✓ Cross Mark rubber Seal for voting.
- ✓ Rubber Seal for Presiding Officer.

SEAL

**Distinguishing
mark seal**



Metal Seal



**Cross mark
rubber Seal**



Rubber Seal for Presiding Officer



Forms for validly nominated candidate's list

- Form 5 (Sarapanch & Ward Member)- 02 Nos.
- For Samiti Member (Form 8 & 9)- 02 Nos.
- For Z.P. Member (Form No. 8)- 02 Nos.

Form 5 (Sarapanch & Ward Member)

ଫାରମ ସଂଖ୍ୟା—5

(ନିୟମ 32 ଦ୍ରଷ୍ଟବ୍ୟ)

ବିଧିବଦ୍ଧ ନନୋନାତ ପ୍ରାର୍ଥୀମାନଙ୍କର ତାଲିକା

(ବର୍ତ୍ତମାନା କ୍ରମରେ ସଜ୍ଜିତ ହେବ)

ଜିଲ୍ଲାଥାନାଗ୍ରାମ ପଞ୍ଚାୟତ କୁ ନିର୍ବାଚନ

କ୍ରମିକ ସଂଖ୍ୟା	ସଭ୍ୟ/ସଭସ୍ଥ ପଦପାଇଁ ପ୍ରାର୍ଥୀଙ୍କର ନାମ	ପିତା/ପତିଙ୍କର ନାମ	ପ୍ରାର୍ଥୀଙ୍କ ଠିକଣା	ନିୟମ ୧୭ ଏବଂ ୨୦ ଅନୁସାରେ ଦିଆଯିବା ସଂକେତ
୧	୨	୩	୪	୫

ଗ୍ରାମ ଶାସନର ନାମ -

ଓଡ଼ିଶା ସଂଖ୍ୟା -

ଏତଦ୍ୱାରା ନୋଟିସ୍ ଦିଆଯାଇଅଛି ଯେ, ଭୋଟ ଗ୍ରହଣ ଦିନ

(ସ୍ଥାନ) ଠାରେ ଠାରୁ ଘଟିକା ମଧ୍ୟରେ ହେବ ଏବଂ ଗଣତି କାର୍ଯ୍ୟ ଦିନ

ଠାରୁ ଘଟିକା ମଧ୍ୟରେ ହେବ । (ସ୍ଥାନ) ଠାରେ

ସଭସ୍ଥ ପଦପାଇଁ ନିର୍ବାଚନ ପୂର୍ବେ ଗ୍ରାମ ପଞ୍ଚାୟତର ସହ ଭୋଟ କେନ୍ଦ୍ରର ପ୍ରିକାଲ୍‌ଡିଂ ଅଧିକାରୀମାନଙ୍କର ରିପୋର୍ଟସୁଦ୍ଧି ଦିନ

(ସ୍ଥାନ) ଠାରେ ଠାରୁ ଘଟିକା ମଧ୍ୟରେ ଯା'ତ କରାଯିବ ଏବଂ ତୃତୀୟ ପକ୍ଷ ଯୋଗ୍ୟ କରାଯିବ ।

ତାରିଖ

ସ୍ଥାନ

ନିର୍ବାଚନ ଅଧିକାରୀ

For Samiti Member (Form 8)

ଫାରମ ସଂଖ୍ୟା ୫

[ନିୟମ 11(13) ଓ (16) ଦ୍ରଷ୍ଟବ୍ୟ]

..... ପଞ୍ଚାୟତ ସମିତିର

..... ସମିତି ନିର୍ବାଚନମଣ୍ଡଳୀ ପାଇଁ ସମିତିର ସଭ୍ୟ ଭାବେ ନିର୍ବାଚନ ନିମନ୍ତେ ବିଧିବଦ୍ଧ ମନୋନୀତ ପ୍ରାର୍ଥୀଙ୍କ ତାଲିକା/ପ୍ରାର୍ଥୀଙ୍କର ବୃତ୍ତାନ୍ତ ତାଲିକା ।

କ୍ରମିକ ସଂଖ୍ୟା	ପ୍ରାର୍ଥୀଙ୍କ ନାମ ଏବଂ ବିବରଣୀ	ପ୍ରାର୍ଥୀଙ୍କ ଠିକଣା	ଉପନିୟମ 16 ଅନୁସାରେ ସଂକେତ ଆବଣ୍ଟନ
(1)	(2)	(3)	(4)
1			
2			
3			
4			
5			

ତାରିଖ

ସ୍ଥାନ

ନିର୍ବାଚନ ଅଧିକାରୀ

ବି : ଦ୍ର:—ଯାହା ପ୍ରଯୋଜ୍ୟ ନୁହେଁ ତାହା କାଟି ଦିଅ ।

For Samiti Member (Form 9)

ଫାରମ ସଂଖ୍ୟା ୨

[ନିୟମ 11(16) ଦ୍ରଷ୍ଟବ୍ୟ]

..... ପଞ୍ଚାୟତ ସମିତିର ସମିତି ସଭ୍ୟ ନିର୍ବାଚନ ପାଇଁ ପ୍ରାର୍ଥୀମାନଙ୍କୁ
ଦିଆଯାଇଥିବା ନିର୍ବାଚନ ସଂକେତଗୁଡ଼ିକ ଦର୍ଶାଇଥିବା ବିବରଣୀ ।

କ୍ରମିକ ସଂଖ୍ୟା	ପ୍ରାର୍ଥୀଙ୍କ ନାମ	ଦିଆଯାଇଥିବା ସଂକେତ
(1)	(2)	(3)

ନିର୍ବାଚନ ଅଧିକାରୀ

For Z.P. Member (Form No. 8)

ଫାରମ୍ ସଂଖ୍ୟା - ୮
[ନିୟମ ୧୪(୫) ଓ (୭) ଦ୍ରଷ୍ଟବ୍ୟ]

କଳାହାଣ୍ଡି ଜିଲ୍ଲା ପରିଷଦର ୧-କଳମପୁର-୧ ପରିଷଦ ନିର୍ବାଚନ ମଣ୍ଡଳୀ ପାଇଁ ପରିଷଦର ସଭ୍ୟ ପଦ ନିମନ୍ତେ ବିଧିବଦ୍ଧ ମନୋନୀତ ପ୍ରାର୍ଥୀ/ପ୍ରତିଦ୍ୱନ୍ଦୀ ପ୍ରାର୍ଥୀମାନଙ୍କର ତୃତୀୟ ତାଲିକା ।

କ୍ରମିକ ସଂଖ୍ୟା	ପ୍ରାର୍ଥୀଙ୍କ ନାମ ଏବଂ ବିବରଣୀ	ପ୍ରାର୍ଥୀଙ୍କ ଠିକଣା	ମନ୍ତବ୍ୟ
୧	୨	୩	୪
୧	ରୋମତୀ ମାଝୀ, ସ୍ତ୍ରୀ- ସୁବାଷ ଚନ୍ଦ୍ର ମାଝୀ	ଗ୍ରାମ- ଭେଲଗାଁ ପୋ- ନିନଗୁର ଥାନା- ଜୟପାଟଣା	ହାତ
୨	ଦୁହିତା ମାଝୀ, ସ୍ତ୍ରୀ- ନରସିଂ ମାଝୀ	ଗ୍ରାମ- ତୁମେରମୁଣ୍ଡା ପୋ- ବିଜମରା ଥାନା- ଜୟପାଟଣା	ଶଙ୍ଖ
୩	ପୂର୍ଣ୍ଣମୀ ମାଝୀ, ସ୍ତ୍ରୀ- ଚାର୍ଜନ ମାଝୀ	ଗ୍ରାମ- ଦୁଲକିବନ୍ଦ ପୋ- ବିଜମରା ଥାନା- ଜୟପାଟଣା	ପଦ୍ମ
୪	ମହାକିନୀ ମାଝୀ ସ୍ତ୍ରୀ- କୁରୁକ୍ଷେତ୍ର ମାଝୀ	ଗ୍ରାମ- ଖଣ୍ଡି ଡଙ୍ଗାରିଗୁଡା ପୋ- ମଣ୍ଡଳ ଥାନା- ଜୟପାଟଣା	ଝାଡୁ

ତାରିଖ : ୨୫.୦୧.୨୦୨୨
ସ୍ଥାନ: ଧର୍ମଗଡ

୨୫
ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର
Odisha State Election Commission
ELECTION OFFICER

Electoral Roll

03 Copies to be received

- ✓ One- working copy
- ✓ Two- Display at Booth
- ✓ Third- Reference of Presiding Officer

Electoral Roll

୩ - ସ୍ତରୀୟ ଗ୍ରାମ ପଞ୍ଚାୟତ ନିର୍ବାଚନ - ୨୦୨୨

ଶରତା ଗ୍ରାମ ପଞ୍ଚାୟତ

ଭୋଟର ତାଲିକା
୨୦୨୨

ମୋଟ ଖର୍ଚ୍ଚ ସଂଖ୍ୟା -

11

ମୋଟ ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ର -

11

ମୋଟ ଭୋଟରଙ୍କ ସଂଖ୍ୟା -

ପୁରୁଷ	1886
ମହିଳା	1983
ଅନ୍ୟାନ୍ୟ	1
ମୋଟ	3870

ମଣ୍ଡଳ ନିର୍ବାଚନ ଅଧିକାରୀ ଓ
ଭିକ୍ଟୋରିଆନ୍ ଭୋଟିଂ ସିଷ୍ଟମ ଅଧିକାରୀ
ଭବାନୀପାଟଣା ବ୍ଲକ

Maa Infotech, BPT

ଫର୍ମ ନଂ - ୧
(ଓଡ଼ିଶା ଗ୍ରାମ ପଞ୍ଚାୟତ ନିର୍ବାଚନ ନିୟମାବଳୀର ନିୟମ 7(4) ଦ୍ରଷ୍ଟବ୍ୟ)

ଭୋଟର ତାଲିକା- ୨୦୨୨

ନିଧାନସଭା ନିର୍ବାଚନ ମଣ୍ଡଳୀ - 77-ଭାଞ୍ଜିଗଡ଼
ଜିଲ୍ଲା ପରିଷଦ ନିର୍ବାଚନ ମଣ୍ଡଳୀ - ଭବାନୀପାଟଣା 31
ଗ୍ରାମ ପଞ୍ଚାୟତ - ଶରତା
ଗ୍ରାମ - ଶରତା, ଭାକେଶବୁଣ୍ଡା

ଜିଲ୍ଲା - ବଲାଙ୍ଗୀର

ପଞ୍ଚାୟତ ନିର୍ବାଚନ - ଭବାନୀପାଟଣା

ବ୍ଲକ/ପଞ୍ଚାୟତ ପରିଷଦ - ଭବାନୀପାଟଣା, ଥାନା - ଭବାନୀପାଟଣା ସଦର
ଭୋଟ ପ୍ରକ୍ଷେତ୍ର କେନ୍ଦ୍ରର ନାମ ଓ ଅବସ୍ଥିତି - ଭ.ପ୍ରା ବିଦ୍ୟାଳୟ ଶରତା
ଭୋଟର 1

ଖାର୍ଚ୍ଚ ନଂ - ୧

କ୍ରମିକ ସଂଖ୍ୟା	ପ୍ରା. ନଂ	ନାମ	ପିନ୍	ପିତା / ସ୍ୱାମୀ କ ନାମ	ବୟସ	ଲିଙ୍ଗ	ପଞ୍ଚାୟତ ନିର୍ବାଚନ କ୍ଷେତ୍ରର ସଂଖ୍ୟା	ଭୋଟର ପଞ୍ଚାୟତ ସଂଖ୍ୟା ନଂ
୧	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପିତାମହ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH1231018
୨	୦୧	ସରୋଜିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	BLH1248418
୩	୦୧	ପିତାମହ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH0429027
୪	୦୧	ସରୋଜିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH1022045
୫	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପିତାମହ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	BLH1248111
୬	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	BLH1248129
୭	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH1157312
୮	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	OR/14/100/304461
୯	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH1233865
୧୦	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	BLH1241215
୧୧	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	OR/14/100/304854
୧୨	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH1038926
୧୩	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	OR/14/100/304031
୧୪	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH0429001
୧୫	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH0428979
୧୬	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	OR/14/100/304145
୧୭	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	OR/14/100/304146
୧୮	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH1038843
୧୯	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH0913707
୨୦	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH0204743
୨୧	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH0488519
୨୨	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	OR/14/100/304136
୨୩	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	BLH2065035
୨୪	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH0611673
୨୫	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	OR/14/100/304064
୨୬	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	BLH1245570
୨୭	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	BLH1245653
୨୮	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH0429035
୨୯	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH0466649
୩୦	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	OR/14/100/304181
୩୧	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	OR/14/100/304182
୩୨	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	BLH2064780
୩୩	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH0428995
୩୪	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH1040922
୩୫	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH1122274
୩୬	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	OR/14/100/304149
୩୭	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	OR/14/100/304150
୩୮	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	BLH2065050
୩୯	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH0811729
୪୦	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH1022011
୪୧	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH1232636
୪୨	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	OR/14/100/304047
୪୩	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	BLH2065068
୪୪	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	BLH1245257
୪୫	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH0586776
୪୬	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH1157031
୪୭	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	BLH1961861
୪୮	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	OR/14/100/304187
୪୯	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH0498527
୫୦	୦୧	ପଦ୍ମିନୀ ମାଝୀ	୩୩	ପଦ୍ମିନୀ ମାଝୀ	୧୧	ଓ	୨୧ / ୧	WDH0846402

Maa Infotech, BPT

ସୋଡ଼ାଗଡ଼ା ଚାଲିବ - ୦୩/୧୨/୨୦୨୧ ଭୋଟର ତାଲିକା ପ୍ରକାଶନ ତାରିଖ - ୦୩/୧୨/୨୦୨୧ ଭାକେଶବୁଣ୍ଡା ଭୋଟିଂ ସିଷ୍ଟମ ଅଧିକାରୀ

୧ / ୮

Ballot Paper Account

- ✓ Sarapanch & Ward Member (Form-7) : 6 nos.
- ✓ P.S. Member (Form-12) : 3 Nos.
- ✓ Z.P. Member (Form-11) : 3 Nos.

Sarpanch & Ward Member (Form-7)

ଫାରମ ସଂଖ୍ୟା—7

[ନିୟମ 36(e) ଦ୍ରଷ୍ଟବ୍ୟ]

ଭୋଟ କାଗଜ ହିସାବ

..... ପ୍ରତ୍ୟକ୍ଷ / ଦ୍ଵାର ମୋମ୍ପୁର ପଦର ନିର୍ବାଚନ

ମୋଟ ସଂଖ୍ୟା

୧. ମିଳିଥିବା ଭୋଟ କାଗଜ 900
୨. ବ୍ୟବହୃତ ହୋଇ ନ ଥିବା ଭୋଟ କାଗଜ $90 \text{ (unused)} + 710 \text{ (surplus)} = 800$
୩. ଭୋଟଦାତାଙ୍କୁ ଦିଆଯାଇଥିବା ଭୋଟ କାଗଜ 800

ତାରିଖ 25.9.2022

Odisha State Election Commission
ଓଡ଼ିଶା ରାଜ୍ୟ ପ୍ରତିଯୋଗିତା ଆୟତନ
PRESIDING OFFICER

OGP-MP-PTS-U1(SEC) 37/84-5,60,000-5-10-2021

ଦ୍ଵାର ନଂ _____
ପ୍ରା. ସ. _____

P.S. Member (Form-12)

ଫାରମ ସଂଖ୍ୟା—12

[ନିୟମ 19 (V) ଦ୍ରଷ୍ଟବ୍ୟ]

ଭୋଟ କାଗଜ ହିସାବ

.....ପଞ୍ଚାୟତ ସମିତିର.....

ନିର୍ବାଚନ ମଣ୍ଡଳୀର ସମିତି ସଭ୍ୟ ପଦ ନିମନ୍ତେ ନିର୍ବାଚନ ।

ମୋଟ ସଂଖ୍ୟା

1. ମିଳିଥିବା ଭୋଟ କାଗଜ
2. ବ୍ୟବହୃତ ହୋଇ ନ ଥିବା ଭୋଟ କାଗଜ
3. ଭୋଟଦାତାଙ୍କୁ ଦିଆଯାଇଥିବା ଭୋଟ କାଗଜ

ଭୋଟ କେନ୍ଦ୍ର ନାମ

ତାରିଖ.....

ପ୍ରିକାର୍ତ୍ତି ଅଧିକାରକ ସ୍ୱାକ୍ଷର

Z.P. Member (Form-11)

ଫାରମ ସଂଖ୍ୟା—11

[ନିୟମ 22 (V) ଦ୍ରଷ୍ଟବ୍ୟ]

ଭୋଟ କାଗଜର ହିସାବ

.....ଜିଲ୍ଲା ପରିଷଦର..... ପରିଷଦ ନିର୍ବାଚନ ମଣ୍ଡଳୀର ପରିଷଦର
ସଭ୍ୟ ପଦ ନିମିତ୍ତ ନିର୍ବାଚନ ।

ମୋଟ ସଂଖ୍ୟା

1. ମିଳିଥିବା ଭୋଟ କାଗଜ ..
2. ବ୍ୟବହୃତ ହୋଇ ନ ଥିବା ଭୋଟ କାଗଜ ..
3. ଭୋଟଦାତାଙ୍କୁ ଦିଆଯାଇଥିବା ଭୋଟ କାଗଜ ..

ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରର ନାମ

ତାରିଖ.....

ପ୍ରିଜାଇଡିଂ ଅଫିସରଙ୍କ ସ୍ୱାକ୍ଷର

Envelopes

- Marked Copy (Working Copy) of electoral roll- 01 No.
- Second copy of electoral roll (used by Presiding Officer)- 01 No.
- Unused & surplus Ballot Paper): 08 Nos. (WM- 02, Sarpanch-02, P.S. Member-02 & Z.P. Member-02)
- Challenged Vote: 04 Nos. (Ward Member-01, Sarpanch-01, P.S. Member-01 & Z.P. member-01)
- Blind and companion vote: 04 Nos
- Appointment letter of Polling Agent: 01 no.
- Receipt Book of forfeited cash: 01 no.
- Presiding Officer's special report: 01 no. (Sealed)
- Big Cover: 02 nos.
- Receipt Book: 01 no.

Marked Copy

STATE ELECTION COMMISSION, ODISHA MARKED COPY OF ELECTORAL ROLL

(ELECTION TO WARD MEMBER / SARPANCH / PANCHAYAT SAMITI MEMBER / ZILLA PARISHAD MEMBER)*

..... 1 - Kalampur - 1 Constituency
Date of Poll 24th feb, 2022
From :
Presiding Officer
Odisha State Election Commission
PRESIDING OFFICER

..... Polling Station (Place) Block colony Primary school,
Kalampur
Booth No. Ward no. 5
To
Election Officer,
BDO - cum - Election officer,
Kalampur

OGP-MP-PTS U-1 (SEC) 25-1,20,000-2-10-2021

* ~~Strike off~~ which is not applicable

STATE ELECTION COMMISSION, ODISHA OTHER COPY OF THE ELECTORAL ROLL

(ELECTION TO WARD MEMBER/ SARPANCH/ PANCHAYAT SAMITI MEMBER/ ZILLA PARISHAD MEMBER)*

..... Constituency

Polling Station (Place)

Date of Poll.....

Booth No.

From :

To

Election Officer,

Presiding Officer

.....

.....

Unused ballot paper

STATE ELECTION COMMISSION, ODISHA UNUSED BALLOT PAPERS

(ELECTION TO WARD MEMBER/SARPANCH/PANCHAYAT SAMITI MEMBER/ZILLA PARISHAD MEMBER)*

Polling Station (Place)

Booth No.

..... Constituency

Date of Poll.....

FROM

To

Election Officer,

.....

.....

Presiding Officer

**Strike out which is not applicable*

Surplus ballot paper

STATE ELECTION COMMISSION, ODISHA SURPLUS BALLOT PAPERS

(ELECTION TO WARD MEMBER/SARPANCH/PANCHAYAT SAMITI MEMBER/ZILLA PARISHAD MEMBER)*

Polling Station (Place)

Booth No.

..... Constituency

Date of Poll.....

FROM

To

Election Officer,

.....

.....

Presiding Officer

**Strike out which is not applicable*

Challenged votes

STATE ELECTION COMMISSION, ODISHA CHALLENGED VOTES

(ELECTION TO WARD MEMBER / SARPANCH / PANCHAYAT SAMITI MEMBER / ZILLA PARISHAD MEMBER)

.....Constituency	Pol. ng Station (Place).....
Date of Poll.....	Booth No.....
From :	To
Presiding Officer	Election Officer,

OGP-MP-PTS-U1 (SEC) 22-4,50,000-2-10-2021 * Strike off which is not applicable

Blind and companion vote

STATE ELECTION COMMISSION, ODISHA
BLIND AND COMPANION VOTES
(ELECTION TO WARD MEMBER / SARPANCH / PANCHAYAT SAMITI MEMBER / ZILLA PARISHAD MEMBER)*

.....Constituency

Date of Poll.....

From :
Presiding Officer

Poling Station (Place).....
Booth No.....
To
Election Officer,
.....
.....

OGP-MP-PTS - U1 (SEC) 23-4,50,000-2-10-2021 * Strike off which is not applicabale

Appointment letter of polling agent

STATE ELECTION COMMISSION, ODISHA APPOINTMENT LETTERS OF POLLING/COUNTING AGENTS

(ELECTION TO WARD MEMBER/SARPANCH/PANCHAYAT SAMITI MEMBER/ZILLA PARISHAD MEMBER)*

..... Constituency

Date of Poll.....

From :

Presiding Officer

Polling Station (Place).....

Booth No.....

To

Election Officer,

.....

.....

Receipt book of forfeited cash

STATE ELECTION COMMISSION, ODISHA RECEIPT BOOK FOR FORFEITED CASH

(ELECTION TO WARD MEMBER/SARPANCH/PANCHAYAT SAMITI MEMBER/ZILLA PARISHAD MEMBER)

.....Constituency

Polling Station* (Place).....

Date of Poll.....

Booth No.....

FROM :

To

Election Officer,

Presiding Officer

GGP-MP-PTS-U1 (SEC) 27-1,30,000-2-10-2021

* Strike off which is not applicable

Presiding officers special report

STATE ELECTION COMMISSION, ODISHA PRESIDING OFFICER'S DIARY, SPECIAL REPORT AND OTHER PAPERS Etc.

(ELECTION TO WARD MEMBER / SARPANCH / PANCHAYAT SAMITI MEMBER / ZILLA PARISHAD MEMBER)*

.....Constituency

Date of Poll.....

From :

Presiding Officer

Polling Station (Place).....

Booth No.....

To

Election Officer,

.....

.....

Any other paper

STATE ELECTION COMMISSION, ODISHA

Any other paper that the State Election Commission or Election Officer has directed to keep in Sealed Packet

(ELECTION TO WARD MEMBER / SARPANCH / PANCHAYAT SAMITI MEMBER / ZILLA PARISHAD MEMBER)*

.....Constituency

Date of Poll.....

From :

Presiding Officer

Polling Station (Place).....

Booth No.....

To

Election Officer,

.....
.....

Labels

- ✓ Prohibited area:
- ✓ Polling area
- ✓ Waiting place
- ✓ Entrance
- ✓ Exit
- ✓ Polling Hall
- ✓ Vote Box
- ✓ Polling Agents
- ✓ Presiding Officer
- ✓ Polling Officer

Labels

ନିଷିଦ୍ଧାଧିକ

ପ୍ରତୀକ୍ଷା ସ୍ଥାନ
(ନହିଳା)

ଭୋଟଦାନ କ୍ଷେତ୍ର

ପ୍ରସ୍ଥାନ

ଭୋଟ ବାକ୍ସ

ପ୍ରବେଶ

ଭୋଟ ବାକ୍ସ

ପୋଲିଂ ଅଫିସର-୨

ପ୍ରିଜାଇଡିଂ ଅଫିସର

ଭୋଟଦାନ କକ୍ଷ

ପ୍ରତୀକ୍ଷା ସ୍ଥାନ
(ପୁରୁଷ)

ପୋଲିଂ ଅଫିସର-୧

Arrangements to be done at Booths on pre-poll day

- **Screens for compartment for secrecy**
- **Polling Material** (Consumable & non-consumable)
- Now the Polling Party will check the materials in the tents provided there.
- Then after checking the correctness of election materials, they will move to the assigned booth in the assigned vehicle.
- After this, Sector Officers will confirm the receipt of election materials by their Presiding Officers and confirm their arrival in concerned booth after leaving the dispersal center.

Arrangements shall be made at the booth

- ✓ Polling area demarcation
- ✓ Polling compartment for secrecy of voting
- ✓ Sealing arrangement (Presiding Officer, PO 1, PO 2, Polling Agents)
- ✓ Queue of votes marking
- ✓ Affixing of labels
- ✓ Preparation of Ballot Paper for election purpose.

Ballot Papers

4 types of Ballot papers:

- | | | |
|---------------|---|---------------|
| • Ward Member | - | Yellow Colour |
| • Sarapanch | - | Pink Colour |
| • P.S. Member | - | Blue Colour |
| • ZP member | - | White Colour |

Ward Member (Yellow)

Sarpanch(Pink)

PS Member(Blue)

Counterfoil
Election of Sarpanch
ସରପଞ୍ଚ ସମିତି ଚୟନ

Gram Panchayat
ଗ୍ରାମ ପଞ୍ଚାୟତ











Ward No.
ଘାଟ ନଂ.

Signature of T.I. of elector
ସରପଞ୍ଚଙ୍କ ଦସ୍ତଖତ

Form No. 6 / ପର୍ଗ ନଂ. ୬
BALLOT PAPER FOR SARPANCH
ସରପଞ୍ଚ ଚୟନ ପତ୍ର

Gram Panchayat / ଗ୍ରାମ ପଞ୍ଚାୟତ

Signature and seal of the Presiding Officer
ପ୍ରଧାନ ଅଧିକାରୀଙ୍କ ଦସ୍ତଖତ ଓ ଚିହ୍ନ

Sl. No. କ୍ର.ନଂ.	Symbol allotted to the candidate ପ୍ରାର୍ଥକଙ୍କ ସଂକେତ	Voter's stamp of marking ଛୋଟ ଚୟନ ଚିହ୍ନ
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Counterfoil

Samiti Constituency
ସମିତି ନିର୍ବାଚନ ମଣ୍ଡଳୀ

Panchayat Samiti Election
ପଞ୍ଚାୟତ ସମିତି ନିର୍ବାଚନ











Signature of T.I. of elector
ସରପଞ୍ଚଙ୍କ ଦସ୍ତଖତ

Form No. 11 / ପର୍ଗ ନଂ. ୧୧
BALLOT PAPER / ପଞ୍ଚାୟତ ସମିତି

Name & Number of Samiti Constituency
ନିର୍ବାଚନ ମଣ୍ଡଳୀର ନାମ ଓ ନଂ

Panchayat Samiti Election
ପଞ୍ଚାୟତ ସମିତି ନିର୍ବାଚନ

Signature and seal of the Presiding Officer
ପ୍ରଧାନ ଅଧିକାରୀଙ୍କ ଦସ୍ତଖତ ଓ ଚିହ୍ନ

Sl. No. କ୍ର.ନଂ.	Symbol allotted to the candidate ପ୍ରାର୍ଥକଙ୍କ ସଂକେତ	Voter's stamp of marking ଛୋଟ ଚୟନ ଚିହ୍ନ
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Counterfoil
Election of Ward Member
ଘାଟ ଚୟନ ନିର୍ବାଚନ

Gram Panchayat
ଗ୍ରାମ ପଞ୍ଚାୟତ


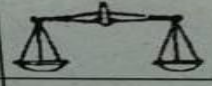




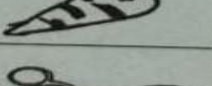
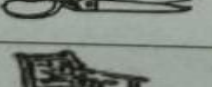

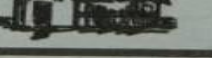
Ward No.
ଘାଟ ନଂ.

Signature of T.I. of elector
ସରପଞ୍ଚଙ୍କ ଦସ୍ତଖତ

Form No. 6 / ପର୍ଗ ନଂ. ୬
BALLOT PAPER FOR WARD MEMBER
ଘାଟ ଚୟନ ପତ୍ର

Gram Panchayat / ଗ୍ରାମ ପଞ୍ଚାୟତ

Signature and seal of the Presiding Officer
ପ୍ରଧାନ ଅଧିକାରୀଙ୍କ ଦସ୍ତଖତ ଓ ଚିହ୍ନ

Sl. No. କ୍ର.ନଂ.	Symbol allotted to the candidate ପ୍ରାର୍ଥକଙ୍କ ସଂକେତ	Voter's stamp of marking ଛୋଟ ଚୟନ ଚିହ୍ନ
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Authentication of Ballot Paper:

- Presiding officer is required to **sign & affix his/her seal** on the Ballot paper, put **serial no.** (same serial no, in counterfoil) & affix **distinguishing mark seal** on the **top right-hand corner** of the **back side** of ballot paper.

(60% of total no. of voters- Ballot paper must be prepared on the pre-poll day)

- **3 types of folding** will be done in a ballot paper with reference to validity nominated contesting candidate list. (**Demonstration is must**).

Folding of Ballot Papers

Counterfoil
Election of Ward Member
Sagada
Gram Panchayat 01
Ward No. 01
Signature of P.T. of elector

BALLOT PAPER FOR WARD MEMBER
Sagada
01
Signature of _____
Odisha State Election Commission
PRESIDING OFFICER

S. No.	Symbol allotted to the candidate	Voter's stamp of marking
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୨		
୩		
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୬		
୭		
୮		
୯		
୧୦		

ପରିଶିଷ୍ଟ

S. No.	Symbol allotted to candidate	Voter's stamp of marking
୧		
୨		
୩		
୪		
୫		
୬		
୭		
୮		
୯		
୧୦		

ପ୍ରଥମ ଅବସ୍ଥା
ମୂଳ ଭୋଗ ବାବଦ

Diagram illustrating the folding process of the ballot paper. It shows a hand marking the paper, which is then folded into a narrow strip. The strip is then folded again to form a rectangular ballot paper with a circular stamp containing 'OSEC CTC'.

ଦ୍ୱିତୀୟ ଅବସ୍ଥା
ଦ୍ୱିତୀୟ ଭାଗ (ସିଧା) ପରେ

ତୃତୀୟ ଅବସ୍ଥା
ଶେଷ ଅବସ୍ଥା
ଦ୍ୱିତୀୟ ଭାଗ (ଅନୁକୁଳିତ) ପରେ

POLLING TIME: 7.00 am to 1.00 pm

One (1) hour prior arrangements:

- Copy of Electoral roll displayed at polling booth.
- A list of contesting candidates of Ward Member, Sarapanch, P.S. member & Z.P. member.
- Verifying the polling agent form with identity.

Immediately before 07.00 am

- Presiding officer will demonstrate to the agents/ candidates the marked copy of electoral roll does not contain any entry or mark.
- Empty Ballot box demonstration to the agents/ candidates.
- Sealing the ballot box for polling.

Polling

- 1st Polling Officer: Marked copy of electoral roll in charge
- →Elector will go to the 1st Polling Officer for identification with identity card.

Identity Card

- ✓ EPIC
 - ✓ Aadhar Card
 - ✓ Passport
 - ✓ Driving License
 - ✓ Service identity card with Photograph
 - ✓ Passbook with Photograph issue by Bank/Post office
 - ✓ PAN Card
 - ✓ Smart Card issue by RGI under NPR
 - ✓ MNRGA Job card
 - ✓ Pension document with Photograph
 - ✓ Official identity cards issued to MPs, MLAs
 - ✓ Certificate of disability
 - ✓ Freedom Fighter identity card
 - ✓ Any other document to the satisfaction of Presiding Officer
- ✓ Voters may come with an unofficial identity slip. Slip may contain name, Sl. No. & house no. of elector as in electoral roll. Slip must not contain name & symbol of any candidate. If the voter doesn't have the unofficial identity slip, 1st PO will himself ascertain the identity of voter with reference to electoral roll.

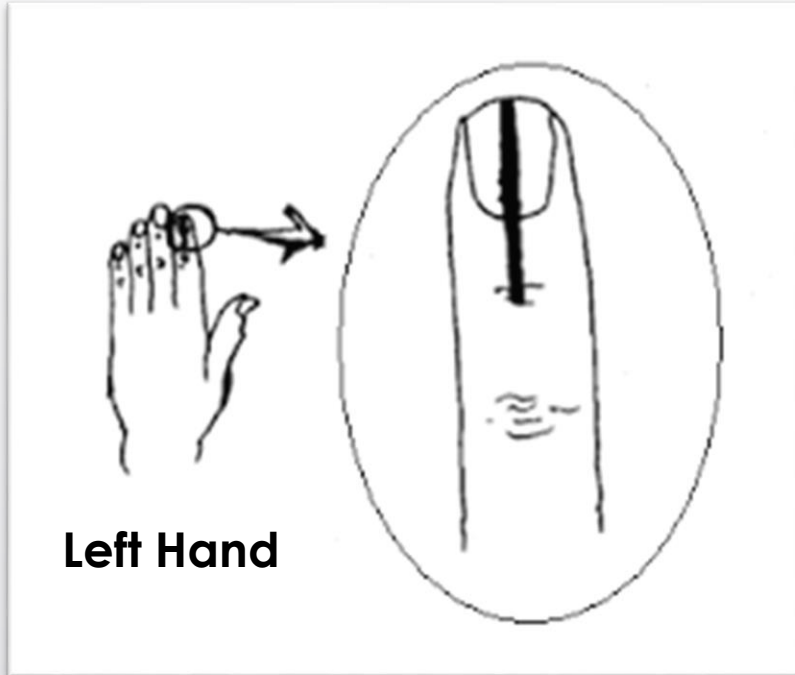
Duty of PO1 and PO2

- ✓ **1st Polling officer** will hand over all ballot papers one by one in order of Sarpanch, Ward member, PS member & ZP member after obtaining the signature/ T.I. of voter in the counterfoil of each ballot paper to the 2nd Polling officer & put (√) mark against the name of the elector in working copy of electoral roll.
- ✓ 1st fold of ballot paper will be done.

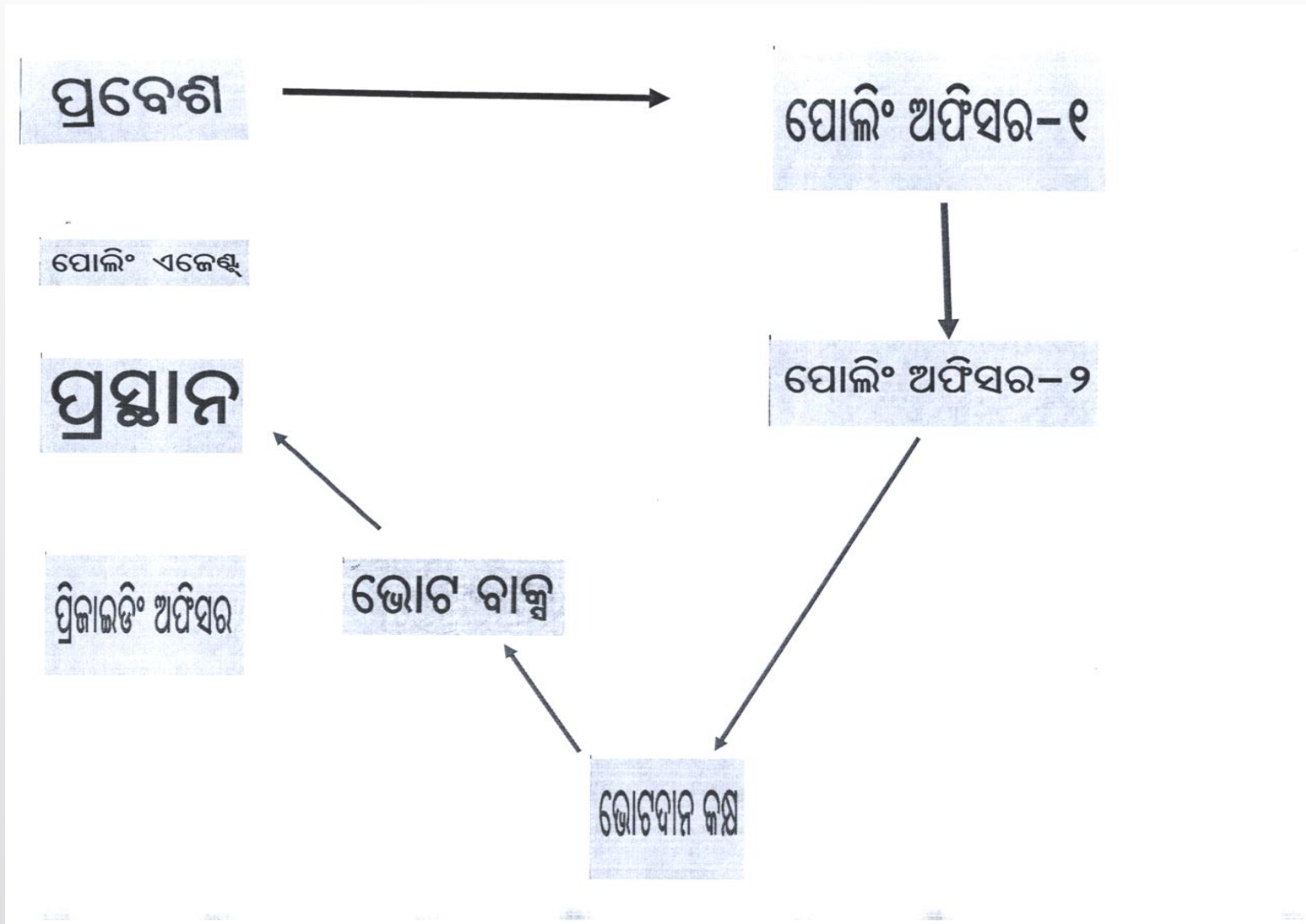
2nd Polling Officer

- ✓ Mark indelible ink on the left forefinger of voter & issue ballot papers one after one (Sarpanch, WM, PS, ZP member)
- ✓ Fold ballot papers (next 2 times) & then restoring to the previous position (1st fold won't be opened) & explain the marking procedure to the voter.
- ✓ Voter will cast the vote & maintain the secrecy so as to avoid the cancellation of ballot paper.

Marking of indelible ink on the left forefinger



Inside the Polling Booth



Challenged Vote

- ✓ Candidate/ Polling agent can object to identity of a voter on the only ground that he is not the person he claims to be.
- ✓ Objection fee: **Rs. 2/-** with presiding Officer.
- ✓ Presiding Officer shall decide the objection summarily & his decision shall be final.
- ✓ If objection allowed, deposit will be refunded.
- ✓ If objection disallowed, amount forfeited & receipt issued.

Tendered Vote

- ✓ If a person representing as a particular elector comes to the polling station after another person has already cast vote in his/her name, Presiding officer is satisfied with his identity, a tendered ballot paper will be issued.
- ✓ On no account, this tendered ballot will be put in ballot box. (It will be handed over to Presiding Officer)
- ✓ Tendered vote will be put in envelopes meant for challenged votes for respective categories.
- ✓ These shall not be opened for counting.
- ✓ Blind & infirm voters can be accompanied by a companion to the voting compartment.

Distribution of slip to voters during close of poll hour



- ✓ Presiding officer should distribute slips with his initial to all electors standing in queue “starting from the end of the queue” just before closing hour of poll.

CLOSURE OF POLL

- ✓ Sealing the ballot box with address tag after due closure of ballot box.
- ✓ Ballot box will be placed inside a cloth bag & seal with address tag again with seal & sign of Presiding officer.
- ✓ The candidates/ agents may be allowed to affix their seal & signature.

ADDRESS TAG
BALLOT BOX

WARD NO- 01

Name of the Gram Panchayat Sagada
Name of the Block Bhawanipatna
Date of Poll- 22.2.22
OGP—MP-PTS(U-1) (S.E.C.) 83—2,20,000—7-10-2021

Checklist: Carry over materials

- ✓ Metal Trunk
- ✓ Distinguishing mark seal for polling booth to be stamped on the back of ballot paper.
- ✓ Metal seal for use by PO for sealing of ballot box/ envelopes etc.
- ✓ Cross mark rubber seal for voting.
- ✓ Presiding officer rubber seal.
- ✓ Screen for using as voting compartment.
- ✓ Copying Pencil.
- ✓ Self inking pad
- ✓ Ball pen/refill
- ✓ Pusher
- ✓ Metal rule
- ✓ Ink pad & ink
- ✓ Blade
- ✓ Cloth for cleaning finger of voter
- ✓ Wet sponge
- ✓ LED lamp

Checklist: for Deposit

- ✓ Polling party will hand over the following materials before proceeding to subsequent block.
- ✓ Ballot box with cover bag & Address tag duly filled & signed by Presiding officer.
- ✓ Ballot paper account- Form 7 for ward member
- ✓ **3 Copies each** of **Form 7** for Sarpanch & **Form 7** for Ward member , **Form 12** for PS member and **Form 11** for ZP member
 - 1st in Sealed Cover
 - 2nd in Open Cover and to be handed over to BDO-cum-EO,
 - 3rd to be kept with PO

Checklist: for Deposit

Envelopes

- ✓ marked copy of electoral roll
- ✓ Second copy of electoral roll
- ✓ Unused ballot paper (each category- 1 no.)
- ✓ Surplus ballot paper (each category-1 no.)
- ✓ Challenged voter envelope.
- ✓ Blind & companion envelope.
- ✓ Tender voter envelope.
- ✓ Diary of Presiding officer.
- ✓ Appointment letters of polling agent.
- ✓ Cash book and receipt book on challenged vote.

Diary of Presiding Officer

Diary of Presiding Officer

(Prescribed by State Election Commission, Odisha)

1.	Name of the Gram Panchayat (in block letters)	:	SAGADA
2.	Ward No.	:	01
3.	Date of Poll	:	22-02-22
4.	Polling Station whether located in—	:	
	(i) Government or Semi-Government Building, or	:	Govt. Building
	(ii) Temporary Structure	:	
5.	Number of Polling Officers in the Party	:	2
6.	Number of Candidates—	:	
	a. Ward Member	:	3
	b. Sarpanch	:	5
	c. Panchayat Samiti Member	:	7
	d. Zilla Parishad Member	:	3
7.	Polling Agents—	:	
	a. Number of Polling Agents arrived in time	:	2
	b. Number of Polling Agents arrived late	:	10
8.	Total No. of Voters assigned to the Polling Station	:	412
9.	Number of Electors allowed to vote according to marked copy of the Electoral Roll	:	289
10.	Number of Electors who voted—	:	
	Men	:	116
	Women	:	173
	Total	:	289
11.	Number of Electors refused to vote for different category—	:	
	a. Ward Member	:	Nil
	b. Sarpanch	:	Nil
	c. Panchayat Samiti Member	:	Nil
	d. Zilla Parishad Member	:	Nil
12.	Challenged Vote—	:	
	Number allowed	:	0
	Number rejected	:	0

Demo

- | | | | |
|-----|---|---|------|
| 13. | Number of Electors who voted with the help of companions. | : | 2 |
| 14. | No. of votes cast— | : | 59 |
| | From 7 A.M. to 10 A.M. | : | 116 |
| | From 10 A.M. to 12 Noon | : | 114 |
| | From 12 Noon to 1 P.M. | : | 10 |
| 15. | Number of slips issued at the closing hour of the poll. | : | 10 |
| 16. | Electoral offence with details—Number of cases of — | : | |
| | a. Canvassing within one hundred meters of Polling Station. | | None |
| | b. Impersonation of Voters | | none |
| | c. Fraudulent defacing, destroying or removal of a list or notice or other document at a Polling Station. | | none |
| | d. Bribing of voters | | none |
| | e. Intimidation of voters and other persons. | | none |
| | f. Any other ground | | — |
| 17. | Was poll interrupted or obstructed by— | : | Nil |
| | a. Riot | | — |
| | b. Open Violence | | — |
| | c. Natural Calamity | | — |
| | d. Any other cause | | — |
| 18. | Was the poll vitiated in case ballot box due to— | : | — |
| | a. Unlawfully taken out of the custody of Presiding Officer. | | Nil |
| | b. Accidentally or intentionally lost or destroyed. | | — |
| | c. Damaged or tampered with (Please give the details) | | — |
| 19. | Serious complaints, if any, made by the candidate/agents | : | — |
| 20. | Number of cases of breach of law and order | : | — |
| 21. | Mistakes or irregularities committed, if any, at Polling Station | : | — |
| 22. | Any other important event | : | — |

Demo

Full Signature of Presiding Officer
Date

Suspension & initiation of D.P. against polling personnel

- ✓ If they don't report in time scheduled for various election duties.
- ✓ Manhandling of ballot paper & ballot box.
- ✓ Improper sealing of ballot box.
- ✓ Wrong filing of Presiding officer's report/ diary.
- ✓ Wrong filing of ballot paper accounts of each category.
- ✓ Missing election materials.
- ✓ Tampering the process of free & fair election.

Test questions & Doubt clearance

- 1) How a ballot paper will be authenticated?
- 2) Who will be the in charge of marked copy of electoral roll?
- 3) If the elector does not have identity slip, will the elector be allowed to vote?
- 4) Who will be the in charge of indelible ink and where it will be inked?
- 5) Who is the final authority for deciding the fate of challenged voter?
- 6) What is tendered vote & will it be inserted in ballot box & counted?
- 7) If an elector was issued with ballot paper, but later refuses to vote, then what is to be done with ballot paper?
- 8) If an elector refuses to obey the secrecy of voting, will he/she allowed to cast the vote?
- 9) What is to be done during the closing hour of poll?
- 10) Will the candidate & his polling agent stay inside the polling station at a time?

GENERAL ELECTION TO PANCHAYATI RAJ INSTITUTIONS

Name of Block.....

Name of G.P.....

Ward No.....

CHECK MEMO OF ELECTION MATERIALS/FORMS ETC.

The Election Officer shall arrange to supply the following materials to the Presiding Officers on the day of despatch of the polling parties to their respective Polling Station;

*1. Ballot Box-1

*2. Metal Trunk-1

3. Three copies of Electoral Roll of the concerned Ward (For use as working copy, display at Polling Booth and reference of Presiding Officer).

4. Forms

- (i) Two copies of validly nominated candidates list :
 - (a) For Sarpanch & Ward Member (Form No. 5)
 - (b) For Samiti Member (Forms 8 & 9)
 - (c) For Z.P. Member (Form No. 8)
- (ii) Ballot Paper account :
 - (a) For Sarpanch and Ward Member (Form No. 7)
 - (b) For P.S. Member (Form No. 12)
 - (c) For Z.P. Member (Form No. 11)
- (iii) Result of counting of votes :
 - (a) For Ward Member (Form No. 8)
 - (b) For Sarpanch (Form No. 8A)
 - (c) For P.S. Member (Form No. 13)
 - (d) For Z.P. Member (Form No. 11A)

NOTE—Reference to Form No. above means forms prescribed under relevant Election Rules.

5. Ballot Paper :

Required No. of Ballot Papers (110% of the total number of voters—must comprise of at least two bundles of 50 Nos.)

- (a) For Ward Member
- (b) For Sarpanch
- (c) For P. S. Member
- (d) For Z.P. Member

6. Envelopes :

- (i) Envelope for marked copy (working copy) of Electoral Roll
- (ii) Envelope for other copies of Electoral Roll
- (iii) 4 envelopes for validity nominated candidate list
- (iv) 12 envelopes for used and unused and surplus Ballot Papers (Ward Member-3, Sarpanch-3, P.S. Member-3, Z.P. Member-3).

- (v) 4 envelopes for result of counting of Ballot Papers (Ward Member-1, Sarpanch-1, P.S. Member-1, Z.P. Member-1).
- (vi) 4 envelopes for challenged votes (Ward Member-1, Sarpanch-1, P.S. Member-1, Z.P. Member-1).
- (vii) 4 envelopes for blind & companion votes (Ward Member-1, Sarpanch-1, P.S. Member-1, Z.P. Member-1).
- (viii) 1 envelope for appointment letters of polling and counting agent
- (ix) 1 envelope for receipt book of forfeited cash
- (x) 1 envelope for Presiding Officer's special report/diary
- (xi) 1 envelope for any other paper that the S.E.C. or Election Officer has directed to keep.
- (xii) 4 envelopes for Ballot Papers account (Ward Member-1, Sarpanch-1, P.S. Member-1, Z.P. Member-1).
- (xiii) 2 big envelopes

7. Lables :

- (i) Prohibited area—2
- (ii) Polling area—2
- (iii) ପ୍ରବେଶ—୧
- (iv) ପ୍ରସ୍ଥାନ—୧
- (v) ପ୍ରତୀକ୍ଷା ସ୍ଥାନ (ପୁରୁଷ)—୧
- (vi) ପ୍ରତୀକ୍ଷା ସ୍ଥାନ (ମହିଳା)—୧
- (vii) ଭୋଟଦାନ କକ୍ଷ—୧
- (viii) ଭୋଟ ବାବୁ—୧
- (ix) Polling Agent—1
- (x) Presiding Officer—1
- (xi) Polling Officer—1

8. Receipt for deposit of challenged fee 3 books (separate for G.P., P.S., Z.P.)

9. Seals :

- (i) Distinguishing Mark Seal for polling booth to be stamped on the back of the Ballot Paper—1.
- (ii) Metal seal for use by Presiding Officer for sealing of ballot box/envelopes etc.—1
- (iii) Cross mark rubber seal for voting—2
- (iv) Rubber seal for Presiding Officer—1
- (v) Rejection Seal—1

10. Indelible Ink :

- (a) Indelible Ink-2 phial (per booth) (reserve indelible ink phials will be with B.D.Os.)

11. One empty cigarette tin for safe packing of the indelible ink phial

12. Copying pencil—1

13. Self inking pad—1
14. Ball pen/refil—3
15. Full scape paper—4 pieces
16. Alpin 1 (Small packet)
17. Sutuli—2 small bundles
18. Sealing Wax—10 small sticks
- *19. Screen—2 (two) metres of thick coloured cotton cloth for use as voting compartment 1(one).
20. Gum paste—1 bottle
- *21. Pusher—1
22. Match box—1
23. Blade—1
- *24. Lantern—1
- *25. K. Oil container—1
- *26. Metal rule for detaching Ballot Paper—1
27. Cloth for removing oil or any other substance from the finger of Voter—1
28. Flexible wire—1 yard
29. Carbon paper—4 sheets
30. Candle—2 pieces
31. Rubber band—40 Nos.

NOTE—Any consumable material not supplied may be purchased locally by the Presiding Officer out of the Booth Contingency Fund given to him.

***The polling party will carry these items from one polling station to another and to the next and so on.**

Received back the above mentioned materials from the Presiding Officer except serial.....

.....
Signature of the Receiving Officer
Designation

Date.....

Received the above mentioned materials

Signature of
Presiding Officer
Date.....
.....Constituency



**Wish you all
for successful conduct of
3-Tier PRI Elections-2022**