

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad-500003, A.P.

**C I R C U L A R**

**No. 467/SEC-B1/2014**

**Date: 19.03.2014**

Sub:- Elections – 4<sup>th</sup> ordinary elections to MPTCs / ZPTCs – Instructions regarding underlining of entries in the marked copy of the electoral roll in respect of those electors who cast their vote – Revised procedure as Photo electoral rolls are being used for conduct of ongoing elections – Reg.

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The State Election Commission issued Notification on 10.03.2014 for conduct of ordinary elections to MPTCs and ZPTCs.

There are instructions in the Handbook for Returning Officers (Page No. 68) and Handbook of Presiding Officers (Page Nos. 2 & 13) that when an elector has been allowed to vote, the entries relating to his name should be underlined and a tick mark (✓) shall also be put in case of a female elector in the marked copy of the electoral roll to ensure that such voter does not vote again should he/she come again for voting. These instructions were framed in the context of the non-photo electoral roll where each page of the electoral roll contains only one column of names of electors and the other columns in the page relate to other particulars of the elector.

Now, Photo electoral rolls are being used for conduct of ongoing elections to the MPTCs and ZPTCs. Each page of photo electoral roll contains three or four columns of boxes and each box contains details relating to individual electors. When an elector is allowed to cast vote at the polling station **a line shall be drawn in red ink diagonally across the box containing the particulars relating to that elector in the marked copy of the photo electoral roll.** Further, for easy verification and calculation of number of male and female voters, **the serial number of the voter shall also be rounded off in case of female voters.**

All the Collectors and District Election Authorities and the Chief Executive Officers of ZPPs shall bring the above instruction to the notice of Returning Officers / Polling Personnel. Further, polling personnel shall be briefed about this procedure in the training classes conducted for them.

**Sd/- Navin Mittal  
SECRETARY**

To  
All the Collectors & District Election Authorities.  
All the Chief Executive Officers of ZPPs.

// Attested //

  
**Joint Secretary**