



भारत निर्वाचन आयोग  
Election Commission of India

# Voter Guide

Towards making elections accessible for  
**Persons with Disabilities &  
Senior Citizens**



# Things to know prior to Poll Day

## Know your BLO (Booth Level Officer)

Booth Level Officers (BLO) are responsible for keeping the part of the electoral roll, corresponding to every polling station, updated. They physically visit every house to ensure the fidelity of the list. Every elector is advised to keep in touch with the concerned BLO, generally a resident of that locality. An elector can know the details of his/her BLO through Voter Service Portal, Voter Helpline App and Saksham-ECI App.

### Know your Polling Station

1. Through Voter Helpline App
2. Through Saksham-ECI App
3. Login to [voters.eci.gov.in](https://voters.eci.gov.in)
4. Voter Helpline No. 1950

 Search name in the electoral roll

Possessing an EPIC (Electors Photo Identity Card) is not sure entitlement for voting. One must ensure one's name in the electoral roll. The electoral roll is now updated four times a year to maintain its fidelity. The same can be checked both in online and offline mode.

Voters Helpline App – (available on Android/iOS)

Visit Voters' Portal- <https://voters.eci.gov.in/>

SMS to 1950: ECI<SPACE><EPIC No>

Saksham-ECI App(Android) / Saksham-ECI App (iOS)

# Know your way around the Polling Station

## Model Layout of Polling Station

Single Election (Assembly Constituency & Parliamentary Constituency)

### Polling Officer 1

Identify the electors & will be in charge of marked copy of E-roll

### Polling Officer 2

Indelible ink & voter's signature

### Polling Officer 3

Control Unit Incharge



# Prominent Signages at Polling Station

& their meanings



Priority Access



Special  
Volunteers



Transport  
Facility



Help Desk



Ramp for Wheelchair



Voter Helpline



EVM with Braille

# Documents accepted as Proof of Identity at Polling Station

Voter ID Card (EPIC)

Aadhaar Card

PAN Card

Unique Disability ID  
(UDID) Card

Service Identity Card

Passbook with photo  
by Bank/Post Office

Health Insurance Smart Card  
(M/o Labour)

Driving License

Passport

Smart card issued by RGI  
under NPR

Pension Document

Official identity card  
issued to MPs/MLAs/MLCs

MNREGA Job Card



# Polling Process



Voter stands in queue



1st Polling Officer checks your name in Voter List and your ID



2nd Polling Officer marks your finger nail with indelible ink, gives a slip and take your signature



3rd Polling Officer takes the slip and checks the mark on your finger nail



Voter presses button against candidate of choice/NOTA to vote on the EVM ; a red light glows

None Of The Above (NOTA) available as the last option on EVM machines



If you do not see the paper slip in the VVPAT or hear the loud beep, contact the Presiding Officer

The slip will be visible through the glass for approx 7 seconds. Printed slip will be secured in the VVPAT



**Important Note !**

Facilities extended by ECI for

## **PwDs and Senior Citizen electors**

**Polling Stations on ground floor  
for convenience of electors**

**Provision for Wheelchairs  
at polling station**

**PwD-friendly facilities under Assured  
Minimum Facilities (AMF) at Polling Station  
(Like: Ramps with gradient and sufficient handrail)**

**Adequate  
Transport facility on Poll day**

**A separate queue at  
Polling Station/ Priority entry**

**Disability specific Poll  
Volunteers at polling station**

Signage, obstacle free wide levelled pathway from entrance to voting compartment.

Dummy  
Ballot sheets in Braille

Voter Information Slips (VIS)/  
EPICs in Braille

Braille on EVMs

Magnifying glasses/sheets for  
persons with reduced visibility.

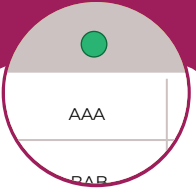
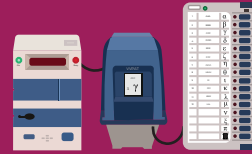
Home Voting facility for Persons with  
benchmark disabilities & Senior Citizens  
of above 85 years of age, by availing the  
option of Postal Ballot Facility through Form -12D.

Facilities extended by ECI for

**PwDs and Senior Citizen electors**



# Casting your Vote Through EVM



## Ready to Vote

The 3rd Polling Officer enables the Ballot Unit (BU) as you enter the voting compartment. The 'READY' light of BU will glow

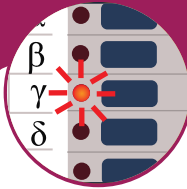
1



## Cast your Vote

Press the Blue Button on the Ballot Unit against the name/ symbol of candidate of your choice or NOTA option

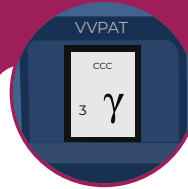
2



## See the Light

The red light against the name or symbol of candidate or NOTA option chosen will glow

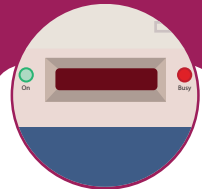
3



## Verify your Vote

The VVPAT will print & display the paper slip containing Serial Number, Name & Symbol of the chosen candidate or NOTA

4



## Hear the 'BEEP'

The BEEP sound from the Control Unit marks that vote has been cast successfully

5

# Home Voting Facility for **PwD (with Benchmark Disability) and Senior Citizen (Above 85 years)**

The Election Commission of India encourages all electors to come out and vote at their respective polling stations. However, for those who still cannot vote on-site for reasons of physical disability or advanced age, among others, the concept of Absentee Voter(AV) has been introduced in recent years. To avail this facility, an elector has to be a Person with benchmark Disabilities or Senior Citizen of above 85 years. The voting would be by postal ballot paper, and ahead of the normal poll date. Complete secrecy of the ballot would be maintained, as the ballot paper would be sealed in a double envelope to be delivered to the Returning Officer.





# Eligibility conditions to cast vote through postal ballot by PwD/Sr. Citizen Electors



## Persons with Disabilities (AVPD)

An elector who is marked in the database for electoral roll and having a benchmark disability certificate (not less than 40% of a specified disability) as certified by the concerned certifying authority, under Section 2 of the Rights of Persons with Disabilities Act, 2016. The elector in this category while submitting the application in Form 12D has to enclose a copy of benchmark disability certificate with it.

## Senior Citizens (AVSC)

An elector above 85 years of age. The age is mentioned in the electoral roll database and the elector is not required to give any additional certificate or undertaking with Form 12D.

# Standard Operating Procedure for Absentee Vote by Postal Ballot



## Step 1 :

BLO will visit the houses of the absentee voters (above 85 years age and PwD with benchmark disability) as per the details provided by the Returning Officer & deliver the Form-12 D to the concerned elector and obtain acknowledgement from them.

## Step 2 :

BLO will collect the filled in Form-12 D from the house of the elector, who opt for it, within 5 days of the notification and deposit with the Returning Officer forthwith.



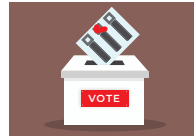
## Step 3 :

All the electors whose particulars in Form-12 D have been found correct will be issued a postal ballot paper. A team of polling officials along with micro observers shall visit the electors at the address mentioned in their Form-12 D application.



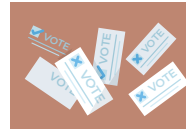
## Step 4 :

Identity of the elector shall be verified. Elector will be given the postal ballot. Elector will mark his vote and place the ballot in a smaller envelope.



## Step 5 :

The duly filled up and signed declaration in Form 13A attested by the authorised poll officer along with closed envelope (Form 13B) containing the marked ballot paper shall be placed inside the larger envelope (Form 13C)



## Step 6 :

Close the larger envelope and hand over the same to the poll officer.





# भारत निर्वाचन आयोग Election Commission of India



தேர்தல் திருவிழா  
தேசத்தின் பெருவிழா  
மக்களவை தேர்தல் - 2024

