

**ELECTION COMMISSION OF INDIA**  
Nirvachan Sadan, Ashoka Road, New Delhi-110001

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A.K. MAJUMDAR  
PRINCIPAL SECRETARY

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No. 464/INST/2007-PLN-I

Dated: 25th October, 2007

To

The Chief Electoral Officers  
Of all States and Union Territories

Sub.: **Recording of particulars of identity proof produced by the voters in the Remarks column of Register of Voters (Form 17A) by the Polling Officer – Regarding.**

Sir,

In continuation of Commission's letter of even No. dated 12 October 2007, on the subject cited, I am directed to state that during the poll day in some cases it has been observed that the movement of voter's queue is slow in case of some polling stations perhaps due to the time taken by the second polling officer in filling up the Register of Voters (Form-17A) as well as preparing the "voters slip". In order to mitigate any such situation in subsequent phases, you are directed to ensure following:-

- (i) Printed blank voters slips must be there with all the polling parties,
- (ii) Only the last four digits of the EPIC/Identity documents should be entered in the Register of Voters (Form 17-A),
- (iii) Wherever needed (if the voters are more than 1200) additional polling officers should be deputed with the polling party. While deploying additional polling officers, care should be taken to select them on random basis, and
- (iv) A reserve of polling officers should be kept ready to rush out to any polling station which requires such assistance during poll hours. The Sector Officer should be able to identify such requirement quickly on their visit to polling stations and seek the assistance of returning officer in getting the additional hand when needed, from the pool of such reserve polling officers.

2 The aforesaid directions/instructions shall be brought to the notice of the District Election Officers, Returning Officers, Assistant Returning Officers, Polling Personnel, Observers and all other election related officers **immediately** for their information and strict compliance.

Yours faithfully,

(AK MAJUMDAR)